



**City Council REVISED Regular Business Meeting Agenda**  
**Thursday, May 7<sup>th</sup>, 2015, 6:00 p.m.**

**COUNCIL MEETINGS**

City Hall  
 Council Chambers  
 1<sup>st</sup> and 3<sup>rd</sup>  
 Thursdays at  
 6:00 P.M.

Tom Phillips  
 Mayor

Council Members:  
 Eric Delker  
 Tom Greteman  
 Erika Isley  
 Kyle Jackson  
 Jaki Livingston

Marketa Oliver  
 City Manager

Vacant  
 Finance Director/  
 City Clerk

Dustin Huston  
 Fire Chief

Greg Staples  
 Police Chief

Tim Hoskins  
 Public Works Director

Nancy Kuehl  
 Parks & Recreation  
 Director

Wade Wagoner  
 Planning and  
 Economic  
 Development  
 Director

Holly Sealine  
 Library Director

Jim Dougherty  
 City Attorney

1. Call to order at 6:00 p.m.
2. Approval of agenda.
3. Presentation(s)  
 Introduction of new police officer, Greg Hepperly.  
 Ashley Shiwarski, Utility Service Partners, Inc. regarding NLC Service Line Program.  
 Arlen Schrum, Shull & Co. P.C., regarding FY 2013-2014 Audit.
4. Welcome of guests and public comment.  
 (3 minute limit, no action)
5. Approve minutes –  
 April 16, 2015 regular council meeting.  
 April 30, 2015 special council meeting.
6. Consent agenda.
  - a) Expenditures.
  - b) Tax abatements.
  - c) Liquor license renewal(s) for Kum & Go #28 and Kum & Go #240.
  - d) Proclamations for NALC Food Drive, Police Week, EMS Week and Public Works Week.
  - e) Second, of three, readings of proposed ordinance Amending the Master Plan and Rules, Regulation, and Guidelines for the Echo Valley Community Planned Unit Development as Contained in Ordinance No. 03-08.
  - f) Third, and final, reading of an ordinance amending the code of ordinances of the city of Norwalk, Iowa, Chapters 169 and 177, updating and clarifying Rental Housing Code requirements and Fees.
  - g) Third, and final, reading of an ordinance amending the code of ordinances of the city of Norwalk, Iowa, Chapter 177, updating Fire and EMS Fees.
  - h) Third, and final, reading of an ordinance providing for a series of scheduled water rate and sewer rate adjustments, amending sections 92.02 (1), 99.02 (1), 92.02(3), 177.01 (8), AND 177.01 (11) of the Norwalk Municipal Code.
7. Public Hearing on the proposed amendment of the Dobson Planned Unit Development.
8. Consideration of first, of three, readings of proposed ordinance amending the Dobson Planned Unit Development.
9. Presentation of Library Building – Roofing System Evaluation.
10. Consideration of resolution authorizing the City Manager and Fire Chief to execute a purchase agreement with Klocke's Emergency Vehicles for an amount not to exceed \$160,000.
11. Consideration of proposed resolution approving engineering agreement for 50<sup>th</sup> Street Bridge project.
12. Discussion and consideration of Fire Staffing Plan and Department Building Improvements.
13. Council Inquiries and staff updates.
14. Adjournment to closed session pursuant to Chapter 21.5.1 (i) of the Code of Iowa to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.
15. Adjournment.

**CITY OF NORWALK**

**INDEPENDENT AUDITORS' REPORTS**

**BASIC FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION**

**SCHEDULE OF FINDINGS**

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**June 30, 2014**



**Shull**  
and Co. P.C.  
certified public accountants

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# CITY OF NORWALK

## OFFICIALS

Name	Title	Term Expires
Before January 2014		
Doug Pierce	Mayor	Dec. 2013
Frank Curtis	Mayor Pro Tem &	Dec. 2015
To Sept. 2013	Council Member	
Eric Delker	Council Member	Dec. 2015
Jamie Sylvester	Council Member	Dec. 2015
Mike Leto	Council Member	Dec. 2013
Dave Murillo	Council Member	Dec. 2013
Kyle Jackson	Council Member	Dec. 2015
From Nov. 2013		
Marketa Oliver	City Manager	Indefinite
Jeff Rosien	Clerk	Indefinite
James Dougherty	Attorney	Indefinite
After January 2014		
Tom Phillips	Mayor	Dec. 2017
Erika Isley	Mayor Pro Tem &	Dec. 2017
	Council Member	
Eric Delker	Council Member	Dec. 2015
Jamie Sylvester	Council Member	Dec. 2015
Kyle Jackson	Council Member	Dec. 2015
Jaki Livingston	Council Member	Dec. 2017
Marketa Oliver	City Manager	Indefinite
Jeff Rosien	Clerk	Indefinite
James Dougherty	Attorney	Indefinite



# Shull

and Co. P.C.  
certified public accountants

## INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and  
Members of the City Council:

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the City of Norwalk, Iowa, as of and for the year ended June 30, 2014, and the related Notes to the Financial Statements, which collectively comprise the City's basic financial statements listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the cash basis of accounting described in Note 1. This includes determining the cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. This includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error or fraud.

### Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with generally accepted auditing standards of the United States of America and the standards applicable to financial audits contained in, Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also

includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective cash basis financial position of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the City of Norwalk as of June 30, 2014, and the respective changes in cash basis financial position for the year then ended in conformity with the basis of accounting described in Note 1.

### Basis of Accounting

As described in Note 1, these financial statements were prepared on the basis of cash receipts and disbursements, which is a basis of accounting other than the generally accepted accounting principles of the United States of America. Our opinion is not modified with respect to this matter.

### Supplementary and Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Norwalk's basic financial statements. We previously audited, in accordance with the standards referred to in the third paragraph of this report, the financial statements for the nine years ended June 30, 2013 (which are not presented herein) and expressed unqualified opinions on those financial statements which were prepared on the basis of cash receipts and disbursements. The supplementary information included in Schedules 1 through 5 is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with generally accepted auditing standards of the United States of America. In our opinion, the supplementary information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

The other information, Management's Discussion and Analysis and budgetary comparison information on pages 6 through 13 and 41 through 43 has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards we have also issued our report dated January 21, 2015 on our consideration of the City of Norwalk's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the City of Norwalk's internal control over financial reporting and compliance.

*Shull & Co., P.C.*

January 21, 2015

## CITY OF NORWALK

### MANAGEMENT'S DISCUSSION AND ANALYSIS

City of Norwalk, Iowa provides this Management's Discussion and Analysis of its financial statements. This narrative overview and analysis of the financial activities is for the fiscal year ended June 30, 2014. We encourage readers to consider this information in conjunction with the City's financial statements, which follow.

#### **2014 FINANCIAL HIGHLIGHTS**

Receipts of the City's governmental activities increased 37%, or approximately \$3,122,000 from fiscal 2013 to fiscal 2014. Capital grants, contributions and restricted interest, property tax and other general receipts increased approximately \$1,051,000, \$1,088,000 and \$662,000, respectively.

Disbursements of the City's governmental activities decreased 16%, or approximately \$1,974,000, in fiscal 2014 from fiscal 2013. Public works and community and economic development increased approximately \$371,000 and \$987,000, respectively. Debt service and public safety disbursements decreased approximately \$2,783,000 and \$462,000, respectively.

The City's total cash basis net position increased 33%, or approximately \$1,483,000, from June 30, 2013 to June 30, 2014. Of this amount, the assets of the governmental activities increased approximately \$1,176,000 and the assets of the business type activities increased by approximately \$308,000.

#### **USING THIS ANNUAL REPORT**

The annual report consists of a series of financial statements and other information as follows:

Management's Discussion and Analysis introduces the basic financial statements and provides an analytical overview of the City's financial activities.

The Government-wide Financial Statement consists of a Cash Basis Statement of Activities and Net Position. This statement provides information about the activities of the City as a whole and presents an overall view of the City's finances.

The Fund Financial Statements tell how governmental services were financed in the short term as well as what remains for future spending. Fund financial statements report the City's operations in more detail than the government-wide statement by providing information about the most significant funds.

Notes to Financial Statements provide additional information essential to a full understanding of the data provided in the basic financial statements.



## CITY OF NORWALK

### MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

Other Information further explains and supports the financial statements with a comparison of the City's budget for the year.

Supplementary Information provides detailed information about the nonmajor governmental funds and the City's indebtedness.

#### **BASIS OF ACCOUNTING**

The City maintains its financial records on the basis of cash receipts and disbursements and the financial statements of the City are prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items. Accordingly, the financial statements do not present financial position and results of operations of the funds in accordance with accounting principles generally accepted in the United States of America. Therefore, when reviewing the financial information and discussion within this annual report, the reader should keep in mind the limitations resulting from the use of the cash basis of accounting.

#### **REPORTING THE CITY'S FINANCIAL ACTIVITIES**

##### *Government-wide Financial Statement*

One of the most important questions asked about the City's finances is, "Is the City as a whole better off or worse off as a result of the year's activities?" The Statement of Activities and Net Position reports information which helps answer this question.

The Statement of Activities and Net Position presents the City's net position. Over time, increases or decreases in the City's net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The Cash Basis Statement of Activities and Net Position is divided into two kinds of activities:

Governmental Activities include public safety, public works, culture and recreation, community and economic development, general government, debt service and capital projects. Property tax and state and federal grants finance most of these activities.

Business Type Activities include the waterworks, the sanitary sewer system, and the storm water drainage system. These activities are financed primarily by user charges.

## CITY OF NORWALK

### MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

#### *Fund Financial Statements*

The City has two kinds of funds:

1. Governmental funds account for most of the City's basic services. These focus on how money flows into and out of those funds, and the balances at year-end that are available for spending. The governmental funds include: 1) the General Fund, 2) the Special Revenue funds, such as Road Use Tax and Urban Renewal Tax Increment, 3) the Debt Service Fund and 4) the Capital Projects Funds. The governmental fund financial statements provide a detailed, short-term view of the City's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs.

The required financial statement for governmental funds is a Statement of Cash Receipts, Disbursements and Changes in Cash Balances.

2. Proprietary funds account for the City's Enterprise Funds and for the Internal Service Fund. Enterprise Funds are used to report business type activities. The City maintains three Enterprise Funds to provide separate information for the water, sewer, and storm water funds. Internal Service Funds are an accounting device used to accumulate and allocate costs internally among the City's various functions.

The required financial statement for proprietary funds is a Statement of Cash Receipts, Disbursements and Changes in Cash Balances.

Reconciliations between the government-wide statement and the fund financial statements follow the fund financial statements.

#### **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

Net position may serve over time as a useful indicator of financial position. The City's cash balance for governmental activities decreased from a year ago, increasing from \$1,471,216 to \$2,646,369. The analysis that follows focuses on the changes in cash balances for governmental activities.

## CITY OF NORWALK

## MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

Changes in Cash Basis Net Position of Governmental Activities		
	Year ended June 30,	
	2014	2013
Receipts and transfers		
Program receipts		
Charges for service	\$ 1,451,423	1,169,057
Operating grants, contributions and restricted interest	1,313,522	1,292,470
Capital grants, contributions and restricted interest	1,051,834	-
General receipts		
Property tax	6,747,218	5,659,280
Utility tax replacement excise tax	293,253	293,910
Grants and contributions not restricted to specific purposes	50,761	25,761
Unrestricted interest on investments	2,568	10,074
Bond and loan proceeds	-	-
Other general receipts	701,284	39,218
Total receipts and transfers	<u>11,611,863</u>	<u>8,489,770</u>
Disbursements		
Public safety	2,879,292	3,341,804
Public works	1,734,437	1,363,156
Health and social services	9,464	6,000
Culture and recreation	1,063,487	1,025,486
Community and economic development	1,732,115	744,800
General government	678,482	604,369
Debt service	2,021,490	4,804,575
Capital projects	364,743	567,448
Total disbursements	<u>10,483,510</u>	<u>12,457,638</u>
Change in cash basis net position before transfers	1,128,353	(3,967,868)
Transfers, net	<u>46,800</u>	<u>127,500</u>
Change in cash basis net position	1,175,153	(3,840,368)
Cash basis net position beginning of year	<u>1,471,216</u>	<u>5,311,584</u>
Cash basis net position end of year	<u>\$ 2,646,369</u>	<u>1,471,216</u>

The City's total receipts for governmental activities increased by 37%, or \$3,122,093. The total cost of all programs and services decreased by \$1,974,128, or 16%, with no new programs added this year. The increase in receipts was primarily the result of increases in capital grants, contributions and restricted interest and property tax of \$1,051,834 and \$1,087,938, respectively.

## CITY OF NORWALK

## MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

The cost of all governmental activities this year was \$10,483,510 compared to \$12,457,638 last year. However, as shown in the Statement of Activities and Net Position on pages 14-17, the amount taxpayers ultimately financed for these activities was only \$6,666,731 because some of the cost was paid by those directly benefited from the programs (\$1,451,463) or by other governments and organizations that subsidized certain programs with grants, contributions and restricted interest (\$2,365,356). The City paid for the remaining "public benefit" portion of governmental activities with approximately \$6,747,000 in tax (some of which could only be used for certain programs) and with other receipts, such as interest and general.

## Changes in Cash Basis Net Position of Business Type Activities

	Year ended June 30,	
	2014	2013
Receipts and transfers		
Program receipts		
Charges for service		
Water	\$ 1,276,466	1,177,405
Sewer	1,604,259	1,468,009
Other non major	345,569	328,205
Operating grants, contributions and restricted interest	132,411	252,077
General receipts		
Unrestricted interest on investment	5,335	6,899
Bond proceeds	-	-
Other general receipts	-	-
Total receipts	<u>3,364,040</u>	<u>3,232,595</u>
Disbursements		
Water	1,382,563	1,250,545
Sewer	1,462,847	1,403,617
Other non major	<u>163,937</u>	<u>189,708</u>
Total disbursements and transfers	<u>3,009,347</u>	<u>2,843,870</u>
Change in cash basis net position before transfers	354,693	388,725
Transfers, net	<u>(46,800)</u>	<u>(127,500)</u>
Change in cash basis net position	307,893	261,225
Cash basis net position beginning of year	<u>2,996,674</u>	<u>2,735,449</u>
Cash basis net position end of year	<u>\$ 3,304,567</u>	<u>2,996,674</u>

Total business type activities receipts for the fiscal year were \$3,364,040 compared to \$3,232,595 last year. Total disbursements for the fiscal year increased by 6% or a total of \$165,477.

## CITY OF NORWALK

### MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

#### **INDIVIDUAL MAJOR GOVERNMENTAL FUND ANALYSIS**

As City of Norwalk, Iowa completed the year, its governmental funds reported a combined fund balance of \$2,660,803, an increase of more than \$1,175,000 from last year's total of \$1,485,650. The following are the major reasons for the changes in fund balances of the major funds from the prior year.

The General Fund cash balance decreased \$57,102 from the prior year to \$1,007,445.

The Road Use Tax Fund cash balance increased by \$84,075 during the fiscal year to \$466,607.

The Employee Benefits Levy Fund cash balance increased \$228,242 to \$665,240.

The Urban Renewal Tax Increment Fund cash balance was \$1,592,108, an increase of \$736,818 from the previous year.

The Debt Service Fund cash balance was negative \$104,875, a decrease of \$116,786 from the previous year.

The combined Capital Projects Funds increased \$331,523 from the previous year.

#### **INDIVIDUAL MAJOR BUSINESS TYPE FUND ANALYSIS**

The Water Fund cash balance increased by \$11,358 to \$882,712.

The Sewer Fund cash balance increased by \$146,820 to \$971,087.

## CITY OF NORWALK

### MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

#### BUDGETARY HIGHLIGHTS

Over the course of the year, the City amended its budget one time. The amendment was approved on May 15, 2014 and resulted in a net increase of \$1,383,747 in revenues. The increase was due primarily to a sale of land. Budgeted expenditures increased \$1,246,855 due to capital purchases.

Even with the budget amendments, the City exceeded the amounts budgeted in the public safety and public works functions for the year ended June 30, 2014.

#### DEBT ADMINISTRATION

At June 30, 2014, the City had \$15,738,385 in bonds and other long-term debt, compared to \$17,455,804 last year, as show below.

Outstanding Debt at Year-End		
	June 30,	
	2014	2013
General obligation bonds	\$ 14,640,000	16,210,000
Revenue bonds	441,000	561,000
Sanitary district mortgage assumed	122,060	136,134
Colonial Meadows economic development payments	486,799	548,670
Equipment loans	48,526	-
Total	<u>\$ 15,738,385</u>	<u>17,455,804</u>

The Constitution of the State of Iowa limits the amount of general obligation debt cities can issue to 5% of the assessed value of all taxable property within the City's corporate limits. The City's outstanding general obligation debt of \$14,640,000 is significantly below its constitutional debt limit of approximately \$30 million.

More detailed information about the City's long-term debt is presented in Note 3 to the financial statements.

## CITY OF NORWALK

### MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

#### **ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES**

City of Norwalk, Iowa's elected and appointed officials and citizens considered many factors when setting the fiscal year 2015 budget, tax rates, and fees that will be charged for various City activities. One of those factors is the economy. The City's total assessed valuations have increased slightly. However, funding from the State has decreased due to budget constraints.

#### **CONTACTING THE CITY'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, taxpayers, customers, and creditors with a general overview of the City's finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Marketa George Oliver, City Manager, 705 North Avenue, Norwalk, Iowa.

## **BASIC FINANCIAL STATEMENTS**



CITY OF NORWALK

Cash Basis Statement of Activities and Net Position  
As of and for the year ended June 30, 2014

		<u>Program</u>
	<u>Disbursements</u>	<u>Charges for Service</u>
<b>Functions / Programs:</b>		
Governmental activities:		
Public safety	\$ 2,879,292	493,842
Public works	1,734,437	642,720
Health and social services	9,464	-
Culture and recreation	1,063,487	224,707
Community and economic development	1,732,115	31,587
General government	678,482	58,567
Debt service	2,021,490	-
Capital projects	<u>364,743</u>	<u>-</u>
Total governmental activities	<u>10,483,510</u>	<u>1,451,423</u>
Business type activities:		
Water	1,382,563	1,276,466
Sewer	1,462,847	1,604,259
Other non major	<u>163,937</u>	<u>345,569</u>
Total business type activities	<u>3,009,347</u>	<u>3,226,294</u>
Total	<u><u>\$ 13,492,857</u></u>	<u><u>4,677,717</u></u>

**General Receipts and Transfers:**

Property tax levied for:
General purposes
Tax increment financing
Debt service
Employee benefits
Emergency levy
Insurance levy
Utility tax replacement excise tax
Grants and contributions not restricted to specific purpose
Unrestricted interest on investments
Miscellaneous
Sale of assets
Transfers
Total general receipts and transfers

Receipts		Net (Disbursements) Receipts and Changes in Cash Basis Net Position		
Operating Grants, Contributions, and Restricted Interest	Capital Grants, Contributions and Restricted Interest	Governmental Activities	Business Type Activities	Total
134,675	-	(2,250,775)	-	(2,250,775)
1,057,162	-	(34,555)	-	(34,555)
-	-	(9,464)	-	(9,464)
101,052	4,934	(732,794)	-	(732,794)
9,459	130,400	(1,560,669)	-	(1,560,669)
11,174	-	(608,741)	-	(608,741)
-	-	(2,021,490)	-	(2,021,490)
-	916,500	551,757	-	551,757
<u>1,313,522</u>	<u>1,051,834</u>	<u>(6,666,731)</u>	<u>-</u>	<u>(6,666,731)</u>
121,344	-	-	15,247	15,247
8,914	-	-	150,326	150,326
<u>2,153</u>	-	-	<u>183,785</u>	<u>183,785</u>
<u>132,411</u>	-	-	<u>349,358</u>	<u>349,358</u>
<u>1,445,933</u>	<u>1,051,834</u>	<u>(6,666,731)</u>	<u>349,358</u>	<u>(6,317,373)</u>
		2,073,104	-	2,073,104
		2,491,735	-	2,491,735
		1,006,461	-	1,006,461
		971,127	-	971,127
		68,885	-	68,885
		135,906	-	135,906
		293,253	-	293,253
		50,761	-	50,761
		2,568	5,335	7,903
		1,479	-	1,479
		699,805	-	699,805
		46,800	(46,800)	-
		<u>7,841,884</u>	<u>(41,465)</u>	<u>7,800,419</u>

CITY OF NORWALK

Cash Basis Statement of Activities and Net Position  
As of and for the year ended June 30, 2014

Change in cash basis net position

Cash basis net position beginning of year

Cash basis net position end of year

**Cash Basis Net Position**

Restricted, expendable

Debt service

Urban renewal purposes

Streets

Other purposes

Unrestricted

**Total cash basis net position**

See notes to financial statements.

Net (Disbursements) Receipts and  
Changes in Cash Basis Net Position

Governmental Activities	Business Type Activities	Total
1,175,153	307,893	1,483,046
<u>1,471,216</u>	<u>2,996,674</u>	<u>4,467,890</u>
<u>\$ 2,646,369</u>	<u>3,304,567</u>	<u>5,950,936</u>
(104,875)	6,226	(98,649)
1,592,108	-	1,592,108
466,607	-	466,607
808,892	-	808,892
<u>(116,363)</u>	<u>3,298,341</u>	<u>3,181,978</u>
<u>\$ 2,646,369</u>	<u>3,304,567</u>	<u>5,950,936</u>

## CITY OF NORWALK

Statement of Cash Receipts, Disbursements  
And Changes in Cash Balances  
Governmental Funds  
As of and for the year ended June 30, 2014

	General	Special Revenue		
		Road Use Tax	Employee Benefits Levy	Urban Renewal Tax Increment
Receipts				
Property tax	\$ 2,208,871	-	1,040,152	-
Tax increment financing collections	-	-	-	2,491,735
Other city tax	156,319	-	78,761	-
Licenses and permits	316,861	-	-	-
Use of money and property	95,329	-	-	-
Intergovernmental	94,919	893,192	-	-
Charges for service	871,376	-	-	-
Miscellaneous	191,087	124,872	1,479	130,400
Total receipts	<u>3,934,762</u>	<u>1,018,064</u>	<u>1,120,392</u>	<u>2,622,135</u>
Disbursements				
Operating				
Public safety	2,207,100	-	579,237	-
Public works	504,232	900,589	9,637	-
Health and social services	9,464	-	-	-
Culture and recreation	906,406	-	137,540	-
Community and economic development	81,503	-	12,869	1,547,644
General government	582,095	-	63,898	-
Debt service	-	-	-	-
Capital projects	-	-	-	-
Total disbursements	<u>4,290,800</u>	<u>900,589</u>	<u>803,181</u>	<u>1,547,644</u>
Excess of receipts over disbursements	<u>(356,038)</u>	<u>117,475</u>	<u>317,211</u>	<u>1,074,491</u>
Other financing sources (uses)				
Sale of capital assets	-	-	-	699,805
Operating transfers in (out)	<u>298,936</u>	<u>(33,400)</u>	<u>(88,969)</u>	<u>(1,037,478)</u>
Total other financing sources (uses)	<u>298,936</u>	<u>(33,400)</u>	<u>(88,969)</u>	<u>(337,673)</u>

<u>Debt Service</u>	<u>Capital Projects Colonial Parkway Improvement</u>	<u>Other Nonmajor Governmental Funds</u>	<u>Total</u>
1,006,461	-	-	4,255,484
-	-	-	2,491,735
58,173	-	-	293,253
-	-	-	316,861
-	-	342	95,671
-	-	-	988,111
-	-	-	871,376
-	916,500	235,229	1,599,567
<u>1,064,634</u>	<u>916,500</u>	<u>235,571</u>	<u>10,912,058</u>
-	-	92,955	2,879,292
-	-	319,979	1,734,437
-	-	-	9,464
-	-	19,541	1,063,487
-	-	90,099	1,732,115
-	-	32,489	678,482
2,021,490	-	-	2,021,490
-	-	364,743	364,743
<u>2,021,490</u>	<u>-</u>	<u>919,806</u>	<u>10,483,510</u>
<u>(956,856)</u>	<u>916,500</u>	<u>(684,235)</u>	<u>428,548</u>
-	-	-	699,805
<u>840,070</u>	<u>-</u>	<u>67,641</u>	<u>46,800</u>
<u>840,070</u>	<u>-</u>	<u>67,641</u>	<u>746,605</u>

CITY OF NORWALK

Statement of Cash Receipts, Disbursements  
And Changes in Cash Balances  
Governmental Funds  
As of and for the year ended June 30, 2014

		Special Revenue		
	General	Road Use Tax	Employee Benefits Levy	Urban Renewal Tax Increment
Net change in cash balances	(57,102)	84,075	228,242	736,818
Cash balances beginning of year	<u>1,064,547</u>	<u>382,532</u>	<u>436,998</u>	<u>855,290</u>
Cash balances end of year	<u>\$ 1,007,445</u>	<u>466,607</u>	<u>665,240</u>	<u>1,592,108</u>
<b>Cash Basis Fund Balances</b>				
Restricted for:				
Debt service	\$ -	-	-	-
Urban renewal purposes	-	-	-	1,592,108
Streets	-	466,607	-	-
Other purposes	-	-	665,240	-
Committed	29,465	-	-	-
Assigned	-	-	-	-
Unassigned	<u>977,980</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total cash basis fund balances	<u>\$ 1,007,445</u>	<u>466,607</u>	<u>665,240</u>	<u>1,592,108</u>

See notes to financial statements.

<u>Debt Service</u>	<u>Capital Projects Colonial Parkway Improvement</u>	<u>Other Nonmajor Governmental Funds</u>	<u>Total</u>
(116,786)	916,500	(616,594)	1,175,153
<u>11,911</u>	<u>(1,071,755)</u>	<u>(193,873)</u>	<u>1,485,650</u>
<u>(104,875)</u>	<u>(155,255)</u>	<u>(810,467)</u>	<u>2,660,803</u>
(104,875)	-	-	(104,875)
-	-	-	1,592,108
-	-	-	466,607
-	-	111,163	776,403
-	(155,255)	(739,042)	(864,832)
-	-	(182,588)	(182,588)
<u>-</u>	<u>-</u>	<u>-</u>	<u>977,980</u>
<u>(104,875)</u>	<u>(155,255)</u>	<u>(810,467)</u>	<u>2,660,803</u>



## CITY OF NORWALK

Exhibit C

Reconciliation of the Statement of Cash  
Receipts, Disbursements and Changes in Cash  
Balances to the Cash Basis Statement of Activities and Net Position -  
Governmental Funds  
As of and for the year ended June 30, 2014

<b>Total government funds cash balances</b>	\$	2,660,803
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*Amounts reported for governmental activities in the Cash Basis  
Statement of Activities and Net Position are different because:*

The Internal Service Funds are used by management to charge the costs of major equipment replacement and self funding of a future additional payroll activities period to individual funds. A portion of the cash balance of the Internal Service Funds is included in governmental activities in the Cash Basis Statement of Net Position.

(14,434)

<b>Cash basis net position of governmental activities</b>	\$	<u>2,646,369</u>
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<b>Change in cash balances</b>	\$	1,175,153
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*Amounts reported for governmental activities in the Cash Basis  
Statement of Activities and Net Position are different because:*

The Internal Service Funds are used by management to charge the costs of major equipment replacement and self funding of a future additional payroll activities period to individual funds. A portion of the change in the cash balance of the Internal Service Funds is reported with governmental activities in the Cash Basis Statement of Activities and Net Position.

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<b>Change in cash basis net position of governmental activities</b>	\$	<u>1,175,153</u>
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See notes to financial statements.

## CITY OF NORWALK

Statement of Cash Receipts, Disbursements  
and Changes in Cash Balances - Proprietary Funds  
As of and for the year ended June 30, 2014

	<u>Enterprise</u>	
	<u>Water</u>	<u>Sewer</u>
Operating receipts		
Use of money and property	\$ 1,111	1,494
Charges for service	1,276,466	1,604,259
Miscellaneous	121,344	8,914
Total operating receipts	<u>1,398,921</u>	<u>1,614,667</u>
Operating disbursements		
Business type activities	<u>1,382,563</u>	<u>1,462,847</u>
Excess (deficiency) of receipts over (under) disbursements	16,358	151,820
Other financing sources (uses)		
Operating transfers out	<u>(5,000)</u>	<u>(5,000)</u>
Net change in cash balances	11,358	146,820
Cash balances beginning of year	<u>871,354</u>	<u>824,267</u>
Cash balances end of year	<u>\$ 882,712</u>	<u>971,087</u>
<b>Cash Basis Fund Balances</b>		
Restricted for debt service	\$ 6,226	-
Unrestricted	876,486	971,087
Total cash basis fund balances	<u>\$ 882,712</u>	<u>971,087</u>

See notes to financial statements.

Funds

<u>Other Nonmajor</u>	<u>Total</u>
2,730	5,335
345,569	3,226,294
<u>2,153</u>	<u>132,411</u>
<u>350,452</u>	<u>3,364,040</u>
 <u>163,937</u>	 <u>3,009,347</u>
 186,515	 354,693
 <u>(36,800)</u>	 <u>(46,800)</u>
 149,715	 307,893
<u>1,286,619</u>	<u>2,982,240</u>
 <u>1,436,334</u>	 <u>3,290,133</u>
 -	 6,226
<u>1,436,334</u>	<u>3,283,907</u>
<u>1,436,334</u>	<u>3,290,133</u>

## CITY OF NORWALK

Exhibit E

Reconciliation of the Statement of Cash  
Receipts, Disbursements and Changes in Cash  
Balances to the Cash Basis Statement of Activities and Net Position -  
Proprietary Funds  
As of and for the year ended June 30, 2014

<b>Total enterprise funds cash balances</b>	\$	3,290,133
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*Amounts reported for business type activities in the Cash Basis  
Statement of Activities and Net Position are different because:*

The Internal Service Funds are used by management to charge the costs of major equipment replacement and self funding of a future additional payroll period to individual funds. A portion of the cash balance of the Internal Service Funds is included in business type activities in the Cash Basis Statement of Net Position.

		14,434
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<b>Cash basis net position of business type activities</b>	\$	3,304,567
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<b>Change in cash balances</b>	\$	307,893
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*Amounts reported for business type activities in the Cash Basis  
Statement of Activities and Net Position are different because:*

The Internal Service Funds are used by management to charge the costs of major equipment replacement and future payroll costs to individual funds. A portion of the change in the cash balance of the Internal Service Funds is reported with business type activities in the Cash Basis Statement of Activities and Net Position.

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<b>Change in cash basis net position of business type activities</b>	\$	307,893
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See notes to financial statements.

# CITY OF NORWALK

## Notes to Financial Statements June 30, 2014

### 1. Summary of Significant Accounting Policies

The City of Norwalk is a political subdivision of the State of Iowa located in Warren County. It was first incorporated in 1856 and operates under the Home Rule provisions of the Constitution of Iowa. The City operates under the Mayor-Council form of government with the Mayor and Council Members elected on a nonpartisan basis. The City provides numerous services to citizens including public safety, public works, culture and recreation, community and economic development and general administrative services. The City also provides water and sewer utilities for its citizens.

#### A. Reporting Entity

For financial reporting purposes, City of Norwalk has included all funds, organizations, agencies, boards, commissions and authorities. The City has also considered all potential component units for which it is financially accountable, and other organizations for which the nature and significance of their relationship with the City are such that exclusion would cause the City's financial statements to be misleading or incomplete. The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body, and (1) the ability of the City to impose its will on that organization or (2) the potential for the organization to provide specific benefits to, or impose specific financial burdens on the City. The City of Norwalk has no component units which meet the Governmental Accounting Standards Board criteria.

#### Jointly Governed Organizations

The City also participates in several jointly governed organizations that provide goods or services to the citizenry of the city but do not meet the criteria of a joint venture since there is no ongoing financial interest or responsibility by the participating governments. City officials are members of the following boards and commissions: Warren County Assessor's Conference Board, Warren County Emergency Management Commission, Marion/Warren County Drug Task Force, Metropolitan Area Solid Waste Agency and Des Moines Area Metropolitan Planning Organization.

#### B. Basis of Presentation

Government-wide Financial Statement – The Cash Basis Statement of Activities and Net Position reports information on all of the nonfiduciary activities of the City. For the most part, the effect of interfund activity has been removed from this statement. Governmental activities, which are supported by tax and intergovernmental revenues, are reported separately from business type activities, which rely to a significant extent on fees and charges for service.

# CITY OF NORWALK

## Notes to Financial Statements - Continued June 30, 2014

### 1. Summary of Significant Accounting Policies (Continued)

#### B. Basis of Presentation (Continued)

The Cash Basis Statement of Activities and Net Position presents the City's nonfiduciary net position. Net position is reported in the following categories/components:

Nonexpendable restricted net position is subject to externally imposed stipulations which require them to be maintained permanently by the City.

Expendable restricted net position results when constraints placed on the use of cash balances are either externally imposed or imposed by law through constitutional provisions or enabling legislation. Enabling legislation did not result in any restricted net position.

Unrestricted net position consists of cash balances not meeting the definition of the preceding categories. Unrestricted net position often has constraints on cash balances imposed by management, which can be removed or modified.

The Cash Basis Statement of Activities and Net Position demonstrates the degree to which the direct disbursements of a given function are offset by program receipts. Direct disbursements are those clearly identifiable with a specific function. Program receipts include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function and 2) grants, contributions and interest on investments restricted to meeting the operational or capital requirements of a particular function. Property tax and other items not properly included among program receipts are reported instead as general receipts.

Fund Financial Statements – Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise fund are reported as separate columns in the fund financial statements. All remaining governmental funds are aggregated and reported as nonmajor governmental funds.

The City reports the following major governmental funds:

The General Fund is the general operating fund of the City. All general tax receipts and other receipts not allocated by law or contractual agreement to some other fund are accounted for in this fund. From the fund are paid the general operating disbursements, the fixed charges and the capital improvement costs that are not paid from other funds.

Special Revenue:

The Road Use Tax Fund is used to account for the road use tax allocation from the State of Iowa to be used for road construction and maintenance.

# CITY OF NORWALK

## Notes to Financial Statements - Continued June 30, 2014

### 1. Summary of Significant Accounting Policies (Continued)

#### B. Basis of Presentation (Continued)

##### Fund Financial Statements (Continued)

##### Special Revenue (Continued)

The Employee Benefits Levy Fund is used to account for the costs of employee benefits that are paid for by a special property tax levy.

The Urban Renewal Tax Increment Fund is used to account for tax increment financing collections and the repayment of tax increment financing indebtedness.

The Debt Service Fund is utilized to account for property tax and other revenues to be used for the payment of interest and principal on the City's general long-term debt.

The Capital Projects Funds are used to account for all resources used in the acquisition and construction of capital facilities.

The City reports the following major proprietary funds:

The Enterprise, Water Fund accounts for the operation and maintenance of the City's water system.

The Enterprise, Sewer Fund accounts for the operation and maintenance of the City's wastewater treatment and sanitary sewer system.

The City also reports the following additional proprietary fund:

An Internal Service Fund is utilized to account for the financing of goods or services purchased by one department of the City and provided to other departments or agencies.

#### C. Measurement Focus and Basis of Accounting

The City of Norwalk maintains its financial records on the basis of cash receipts and disbursements and the financial statements of the City are prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items. Accordingly, the financial statements do not present financial position and results of operations of the funds in accordance with accounting principles generally accepted in the United States of America.

## CITY OF NORWALK

### Notes to Financial Statements - Continued June 30, 2014

#### 1. Summary of Significant Accounting Policies (Continued)

##### C. Measurement Focus and Basis of Accounting (Continued)

Under the terms of grant agreements, the City funds certain programs by a combination of specific cost-reimbursement grants, categorical block grants and general receipts. Thus, when program disbursements are paid, there is both restricted and unrestricted cash basis net position available to finance the program. It is the City's policy to first apply cost-reimbursement grant resources to such programs, followed by categorical block grants and then by general receipts.

When a disbursement in governmental funds can be paid using either restricted or unrestricted resources, the City's policy is generally to first apply the disbursement toward restricted fund balance and then to less-restrictive classifications – committed, assigned and then unassigned fund balances.

Proprietary funds distinguish operating receipts and disbursements from non-operating items. Operating receipts and disbursements generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. All receipts and disbursements not meeting this definition are reported as non-operating receipts and disbursements.

##### D. Governmental Cash Basis Fund Balances

In the governmental fund financial statements, cash basis fund balances are classified as follows:

Nonspendable – Amounts which cannot be spent because they are legally or contractually required to be maintained intact.

Restricted – Amounts restricted to specific purposes when constraints placed on the use of the resources are either externally imposed by creditors, or state or federal laws or imposed by law through constitutional provisions or enabling legislation.

Assigned – Amounts the Council intends to use for specific purposes.

Unassigned – All amounts not included in the preceding classifications.



## CITY OF NORWALK

### Notes to Financial Statements - Continued June 30, 2014

#### 1. Summary of Significant Accounting Policies (Continued)

##### E. Budgets and Budgetary Accounting

The budgetary comparison and related disclosures are reported as Other Information. During the year ended June 30, 2014, disbursements exceeded the amounts budgeted in the public safety and public works functions.

#### 2. Cash and Pooled Investments

The City's deposits at June 30, 2014 were entirely covered by federal depository insurance, or by the State Sinking Fund in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against the depositories to insure there will be no loss of public funds.

The City is authorized by statute to invest public funds in obligations of the United States government, its agencies and instrumentalities; certificates of deposit or other evidences of deposit at federally insured depository institutions approved by the City Council; prime eligible bankers acceptances; certain high rated commercial paper; perfected repurchase agreements; certain registered open-end management investment companies; certain joint investment trusts; and warrants or improvement certificates of a drainage district.

The City had no investments subject to interest rate risk or credit risk reporting at June 30, 2014.

# CITY OF NORWALK

## Notes to Financial Statements - Continued June 30, 2014

### 3. Bonds Payable

Annual debt service requirements to maturity for general obligation and revenue bonds are as follows:

Year Ending June 30,	General Obligation Bonds and Capital Notes		Revenue Bonds		Total	
	Principal	Interest	Principal	Interest	Principal	Interest
2015	\$ 1,415,000	420,755	67,000	7,717	1,482,000	428,472
2016	1,350,000	394,695	70,000	6,545	1,420,000	401,240
2017	1,375,000	366,490	72,000	5,320	1,447,000	371,810
2018	1,300,000	336,457	75,000	4,060	1,375,000	340,517
2019	1,015,000	306,970	77,000	2,747	1,092,000	309,717
2020	1,050,000	282,080	80,000	1,400	1,130,000	283,480
2021	805,000	254,915	-	-	805,000	254,915
2022	840,000	230,480	-	-	840,000	230,480
2023	585,000	203,520	-	-	585,000	203,520
2024	610,000	184,365	-	-	610,000	184,365
2025	635,000	163,230	-	-	635,000	163,230
2026	670,000	140,745	-	-	670,000	140,745
2027	695,000	115,910	-	-	695,000	115,910
2028	730,000	89,765	-	-	730,000	89,765
2029	765,000	61,740	-	-	765,000	61,740
2030	800,000	31,780	-	-	800,000	31,780
Total	<u>\$ 14,640,000</u>	<u>3,583,897</u>	<u>441,000</u>	<u>27,789</u>	<u>15,081,000</u>	<u>3,611,686</u>

The resolutions providing for the issuance of the revenue bonds include the following provisions:

- (a) The bonds will only be redeemed from the future earnings of the enterprise activity and the bond holders hold a lien on the future earnings of the funds.
- (b) The entire income and revenue of the water and sewer systems shall be deposited as collected in the Water Revenue Fund.
- (c) Sufficient transfers shall then be made to the Water Revenue Sinking fund for the purpose of making the bond principal and interest payments when due.

## CITY OF NORWALK

### Notes to Financial Statements - Continued June 30, 2014

#### 3. Bonds Payable (Continued)

In October 2009 the City issued \$475,000 of General Obligation Bonds. The proceeds from the bonds were used to pay costs of constructing improvements, and to acquire equipment for various city departments.

In March 2010, the City entered into a loan agreement with a bank, which provided a loan of \$786,328 for the purchase of a fire truck. The loan bears interest at 2.75%. The principal of the loan plus interest accrued is due August 2010

In August 2010 the City issued \$4,685,000 of General Obligation Urban Renewal Bonds. The proceeds from the bonds are to pay the costs of planning, undertaking, and carrying out the constructing a municipal works facility within the Norwalk Urban Renewal Area.

In August 2010 the City issued \$5,320,000 of General Obligation Bonds. The proceeds from the bonds are to pay the costs of constructing improvements, and to acquire equipment for various city departments.

In August 2010 the City issued \$1,260,000 of General Obligation Refunding Bonds. The proceeds from the bonds are to refund Series 1998 and Series 2004 General Obligation Bonds and Series 1999 and Series 2001 General Obligation Capital Loan Notes.

In October 2010 the City issued \$1,475,000 of General Obligation Urban Renewal Bonds. The proceeds from the bonds are to pay the costs of planning, undertaking, and carrying out constructing improvements to City Hall and a municipal public works facility with the Norwalk Urban Renewal Area.

In April 2012 the City issued \$1,095,000 of General Obligation Emergency Equipment Bonds. The proceeds from the bonds are to pay the costs of acquiring emergency communications and dispatch equipment.

## CITY OF NORWALK

### Notes to Financial Statements - Continued June 30, 2014

#### 3. Bonds Payable (Continued)

In April 2012 the City issued \$2,820,000 of General Obligation Refunding Bonds for a crossover refunding of a portion of the General Obligation Bonds dated January 2001, April 2004 and November 2005. The City entered in to an escrow agreement whereby the proceeds from the general obligation refunding bonds were converted into U.S. Securities. These securities along with additional cash were placed in an escrow account for the express purpose of paying \$2,730,000 principal on the refunded general obligation bonds dated January 2001, April 2004, and November 2005 when they become callable on June 1, 2013 and the interest from June 1, 2012 to and including June 1, 2013 on the refunding bonds. After the principal and interest on all of the outstanding bonds have been paid, any remaining funds in the escrow account, together with any interest thereon, shall be returned to the City. The transactions, balances and liabilities of the escrow account are recorded by the City since the refunded debt is not considered extinguished.

The City refunded the bonds to reduce its total debt service payments by approximately \$216,480 and to obtain an economic gain (difference between the present values of the debt service payments on the old and new debt) of approximately \$203,667.

#### 4. Sanitary District Mortgage

In conjunction with the merger in July 1997 of the Lakewood Benefited Water District ("Water District") and the Lakewood Benefited Sanitary District ("Sanitary District") with the City, the City assumed a mortgage payable which was incurred by the Sanitary District during the construction of utility appurtenances and fixtures. The mortgage is payable in annual installments of \$21,458 including interest at 5% per annum through February 2021.

#### 5. Economic Development Payments

In conjunction with a preannexation agreement with the owners of certain property subsequently annexed into the City, the City agreed to make economic development payments sufficient to amortize the \$756,500 cost of owner improvements plus interest for 60 months at 4.99% per annum over the remaining life of the applicable tax increment financing ("TIF") area. The economic development payments are not general obligations of the City and are payable only from 80% of the incremental property taxes attributable to the nonresidential portions of the TIF area. Payments by the City are applied first to interest and then to principal. The City expects to make semiannual payments of \$44,383 including interest at 4.99% per annum from December 1, 2005 through June 1, 2020.

# CITY OF NORWALK

## Notes to Financial Statements - Continued June 30, 2014

### 6. Commitments/Long-Term Obligations

The Board of Water Works Trustees of the City of Des Moines, Iowa ("Water Board") manages the water works system serving the City of Des Moines and other cities, utility boards and water districts ("Participants") in the surrounding area. The Water Board determined it was necessary to construct a second treatment plant in order to commit to sell capacities desired by the Participants. In connection with construction of the treatment plant, each Participant, including the City of Norwalk, executed a purchased capacity master agreement agreeing to pay a specified price per gallon of daily capacity. Payment of the purchase price may be made by participation in a bonding program whereby water revenue bonds of the City of Des Moines were issued to finance the purchased capacity payments of the Participants. Such Participants pay a monthly bond charge proportionate to their share of the total purchased capacity sufficient to fund payments into a sinking fund for interest and principal next due and any required payments into a reserve fund.

A schedule of the City's portion of future principal and interest payments for the revenue bonds is as follows:

Year ending June 30,	Des Moines Water Works Water Revenue Bonds		
	Principal	Interest	Total
2015	\$ 155,175	24,000	179,175
2016	165,520	17,586	183,106
2017	175,865	10,759	186,624
2018	181,038	3,621	184,659
Total	<u>\$ 677,598</u>	<u>55,966</u>	<u>733,564</u>

During the year ended June 30, 2014, the City paid \$166,574 for principal and interest pursuant to this agreement.

## CITY OF NORWALK

### Notes to Financial Statements - Continued June 30, 2014

#### 7. Joint Venture and Commitments

Warren County is a member of the Des Moines Metropolitan Wastewater Reclamation Authority (WRA), a joint venture established in accordance with the provisions of Chapter 28E of the Code of Iowa for the purpose of providing primary and secondary treatment of sewer flows for the participating communities. Through a separate Chapter 28E agreement the City of Norwalk has assumed a portion of Warren County's rights and obligations related to the WRA. The Amended and Restated Agreement for the Des Moines Metropolitan Wastewater Reclamation Authority (WRA) was effective on July 1, 2004. This agreement amended and restated the previous Integrated Community Area (I.C.A.) Agreement to provide continued operation, improvements and expansion. The WRA Agreement establishes the WRA as a separate legal entity with its own Board, creates an independent governance structure, establishes an independent bonding authority for the WRA and provides a framework for additional communities to participate.

Annually, the WRA establishes an allocation to all participating communities based on operations, maintenance, debt service and reserve requirements. Allocations are based on wastewater reclamation facility flows and are adjusted prospectively for differences in budgeted flows and actual flows.

The City the Norwalk retains an ongoing financial responsibility to the WRA since it is obligated in some manner for the debts of the joint venture through the annual allocation. Although the debt of the WRA is to be paid solely and only from the WRA revenues, the participating communities in the joint venture cannot withdraw from the joint venture while any of the bonds issued during the time the communities were a participating community are still outstanding. The WRA Sewer Revenue Bonds Series 2004A, 2006 and 2013B include provisions that place the WRA debt service requirements on the same parity and rank as other debts of the participating communities. The 2004B bonds were refinanced as the 2013B bonds during the year ended June30, 2013.

The WRA Sewer Revenue Bonds Series 2004B and 2006 bonds were issued for capital expansion. The WRA Agreement requires the debt service on these bonds to be allocated to the participating communities based on the WRA flows of the core communities and expansion communities of each calendar year. As of the June 30, 2013, the Series 2004B bonds had a balance of \$1,310,000 and the City of Norwalk's estimated future allocation based on the WRA flows is currently \$36,625, or 2.80%. As of the June 30, 2013, the Series 2006 bonds had a balance of \$34,145,000 and the City of Norwalk's estimated future allocation based on the WRA flows is currently \$1,023,446, or 3.00%. As of the June 30, 2013, the Series 2013B bonds had a balance of \$56,420,000 and the City of Norwalk's estimated future allocation based on the WRA flows is currently \$1,577,407, or 2.80%. The State Revolving Loans are to be paid by the participating communities based on the existing allocations under the prior I.C.A. agreement. As of June 30, 2013, the WRA had \$219,873,117 in outstanding State Revolving Loans, of which \$6,309,702, or 2.87% of future principal debt service is a commitment of the City of Norwalk.

## CITY OF NORWALK

### Notes to Financial Statements - Continued June 30, 2014

#### 7. Joint Venture and Commitments (Continued)

As of June 30, 2013, the WRA had \$4,850,000 in outstanding pre 2004 State Revolving Loans, of which \$29,687, or 0.06% of future principal debt service is a commitment of the City of Norwalk.

The WRA Agreement does not provide for the determination of an equity interest for the participating communities. Withdrawing from the joint venture is a forfeit of all reversionary interest and no compensation will be paid. Pursuant to the new agreement, the City's investment in the joint venture under the I.C.A. Agreement has been contributed to the new WRA organization. Since there is no specific and measurable equity interest in the WRA Agreement, an investment in the joint venture will not be reported by the City. The city retains a reversionary interest percentage in the net position of the WRA redeemable only in the event the WRA is dissolved. During the year ended June 30, 2014, the City paid the WRA \$910,161 for operations, maintenance, equipment replacements and debt service payments.

The WRA issues separate financial statements that may be obtained at 3000 Vandalia Road, Des Moines, Iowa 50317-1346 or online at DMMWRA.org.

#### 8. Pension and Retirement Benefits

The City contributes to the Iowa Public Employees Retirement System (IPERS) which is a cost-sharing multiple-employer defined benefit pension plan administered by the State of Iowa. IPERS provides retirement and death benefits which are established by state statute to plan members and beneficiaries. IPERS issues a publicly available financial report that includes financial statements and required supplementary information. The report may be obtained by writing to IPERS, P.O. Box 9117, Des Moines, Iowa 50306-9117.

Most regular plan members are required to contribute 5.95% of their annual covered salary and the City is required to contribute 8.93% of covered salary. Certain employees in special risk occupations and the City contribute an actuarially determined contribution rate. Contribution requirements are established by state statute. The City's contribution to IPERS for the years ended June 30, 2014, 2013 and 2012 were \$270,098, \$261,631, and \$238,478 respectively, equal to the required contributions for each year.

#### 9. Compensated Absences

City employees accumulate a limited amount of earned but unused vacation for subsequent use or for payment upon termination, retirement or death. Sick leave hours are accumulated for subsequent use but not for payment. These accumulations are not recognized as disbursements by the City until used or paid. The City's approximate liability for earned vacation termination payments payable to employees at June 30, 2014, primarily relating to the General Fund, was \$180,257, computed based on rates of pay as of June 30, 2014.

# CITY OF NORWALK

## Notes to Financial Statements - Continued June 30, 2014

### 10. Interfund Transfers

The detail of interfund transfers for the year ended June 30, 2014 is as follows:

Transfer to	Transfer from	Amount
General	Special Revenue:	
	Road Use Tax	\$ 30,000
	Urban Renewal Tax Increment	150,353
	Employee benefits levy	88,969
	Enterprise:	
	Water	5,000
	Sewer	5,000
	Storm Water	35,000
		<u>314,322</u>
Special Revenue:		
Economic Development	General	15,386
	Special Revenue:	
	Road Use Tax	3,400
	Urban Renewal Tax Increment	47,055
	Enterprise:	
	Storm Water	1,800
		<u>67,641</u>
Debt Service:		
Colonial Parkway Improvement	Special Revenue:	
	Urban Renewal Tax Increment	840,070
		<u>\$ 1,169,778</u>

Transfers generally move resources from the fund statutorily required to collect the resources to the fund statutorily required to disburse the resources.

### 11. Jointly Governed Organizations

The City is a member of the Iowa Municipalities Workers' Compensation Association (the "Association"). The Association is governed by a board of directors elected by representatives of the governing bodies of each participating governmental jurisdiction. The City has executed a Worker's Compensation coverage Agreement with the Association, which extends through June 30, 2014 and has authorized the Association to issue general obligation bonds to provide funds with which to pay claims. During the year ended June 30, 2014, the City paid workers' compensation insurance premiums of \$95,114 to the Association.

Also, the City is a member of the Des Moines Metropolitan Solid Waste Agency (the "Agency"). The Agency is governed by a board of directors consisting of representatives of the governing bodies of each participating governmental jurisdiction. The City had no transactions during the year with the Agency.



# CITY OF NORWALK

## Notes to Financial Statements - Continued June 30, 2014

### 11. Jointly Governed Organizations (Continued)

In addition, the City is a member of the Des Moines Area Metropolitan Planning Organization (the "Organization"). The Organization is governed by a board of directors consisting of representatives of the governing bodies of each participating governmental jurisdiction. The City's transactions during the year with the Organization were limited to payment of per capita fees of \$8,945.

### 12. Risk Management

The City of Norwalk is exposed to various risks of loss related to torts; theft, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These risks are covered by the purchase of commercial insurance. The City assumes liability for any deductibles and claims in excess of coverage limitations. Settled claims from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

### 13. Construction and Other Commitments

The City has entered into contracts totaling \$441,558 for infrastructure improvements and industrial park grading. At June 30, 2014, \$119,398 of the contracts was completed. The remaining amount of the contracts will be paid as work on the projects progress.

### 14. Deficit Balances

The City had deficit balances in the following funds at June 30, 2014.

Debt Service	\$ 104,875
Special Revenue:	
Self Fund Deductible	32,489
Capital Project Funds:	
Colonial Parkway Improvement	155,255
Hakes Wright Road	4,043
Pool	25,759
City Hall	654
Industrial Park	15,529
NCIS Infrastructure	464,318
Norwalk Fiber Optic	303,079
Windflower Storm Water	80,302

The deficits will be eliminated upon receipt of funds or transfers in the next fiscal year.

## **OTHER INFORMATION**

# CITY OF NORWALK

## Budgetary Comparison Schedule of Receipts, Disbursements and Changes in Balances – Budget and Actual (Cash Basis) - All Governmental Funds and Proprietary Funds Other Information Year ended June 30, 2014

	Governmental Funds Actual	Proprietary Funds Actual
Receipts		
Property tax	\$ 4,255,484	-
Tax increment financing collections	2,491,735	-
Other city tax	293,253	-
Licenses and permits	316,861	-
Use of money and property	95,671	5,335
Intergovernmental	988,111	-
Charges for service	871,376	3,226,294
Miscellaneous	<u>1,599,567</u>	<u>132,411</u>
Total receipts	<u>10,912,058</u>	<u>3,364,040</u>
Disbursements		
Public safety	2,879,292	-
Public works	1,734,437	-
Health and social services	9,464	-
Culture and recreation	1,063,487	-
Community and economic development	1,732,115	-
General government	678,482	-
Debt service	2,021,490	-
Capital projects	364,743	-
Business type activities	<u>-</u>	<u>3,009,347</u>
Total disbursements	<u>10,483,510</u>	<u>3,009,347</u>
Excess of receipts over disbursements	428,548	354,693
Other financing sources (uses), net	<u>746,605</u>	<u>(46,800)</u>
Excess of receipts and other financing sources over disbursements and other financing uses	1,175,153	307,893
Balances beginning of year	<u>1,485,650</u>	<u>2,982,240</u>
Balances end of year	<u>\$ 2,660,803</u>	<u>3,290,133</u>

Less Funds not Required to to be Budgeted	Net	Budgeted Amounts		Final to Net Variance
		Original	Final	
-	4,255,484	4,224,230	4,212,230	43,254
-	2,491,735	2,400,000	2,400,000	91,735
-	293,253	305,807	310,478	(17,225)
-	316,861	158,500	261,999	54,862
-	101,006	75,750	98,243	2,763
-	988,111	1,021,500	1,074,253	(86,142)
-	4,097,670	4,082,200	4,206,542	(108,872)
<u>209,000</u>	<u>1,522,978</u>	<u>257,222</u>	<u>1,296,211</u>	<u>226,767</u>
<u>209,000</u>	<u>14,067,098</u>	<u>12,525,209</u>	<u>13,859,956</u>	<u>207,142</u>
92,955	2,786,337	2,512,831	2,694,690	(91,647)
319,979	1,414,458	1,377,080	1,377,080	(37,378)
-	9,464	10,150	10,150	686
16,300	1,047,187	1,137,403	1,137,403	90,216
-	1,732,115	960,466	1,750,052	17,937
-	678,482	591,247	698,217	19,735
-	2,021,490	2,021,991	2,143,491	122,001
-	364,743	457,452	504,392	139,649
-	3,009,347	3,517,490	3,517,490	508,143
<u>429,234</u>	<u>13,063,623</u>	<u>12,586,110</u>	<u>13,832,965</u>	<u>769,342</u>
(220,234)	1,003,475	(60,901)	26,991	976,484
<u>-</u>	<u>699,805</u>	<u>-</u>	<u>90</u>	<u>699,715</u>
(220,234)	1,703,280	(60,901)	27,081	1,676,199
<u>523,548</u>	<u>3,944,342</u>	<u>7,583,710</u>	<u>7,583,710</u>	<u>(3,639,368)</u>
<u>303,314</u>	<u>5,647,622</u>	<u>7,522,809</u>	<u>7,610,791</u>	<u>(1,963,169)</u>

## CITY OF NORWALK

### Notes to Other Information – Budgetary Reporting June 30, 2014

The budgetary comparison is presented in accordance with Governmental Accounting Standards Board Statement No. 41 for governments with significant budgetary perspective differences resulting from not being able to present budgetary comparisons for the General Fund and each major Special Revenue Fund.

In accordance with the Code of Iowa, the City Council annually adopts a budget on the cash basis following required public notice and hearing for all funds except Internal Service Funds. The annual budget may be amended during the year utilizing similar statutorily prescribed procedures.

Formal and legal budgetary control is based upon nine major classes of disbursements known as functions, not by fund. These nine functions are: public safety, public works, health and social services, culture and recreation, community and economic development, general government, debt service, capital projects and business type activities. Function disbursements required to be budgeted include disbursements for the General Fund, Special Revenue Funds, Debt Service Fund, Capital Projects Funds and Enterprise Funds. Although the budget document presents function disbursements by fund, the legal level of control is at the aggregated function level, not by fund. During the year, one budget amendment increased budgeted disbursements by \$1,246,855. The budget amendment is reflected in the final budgeted amounts.

During the year ended June 30, 2014, disbursements exceeded the amounts budgeted in public safety and public works functions.

## **SUPPLEMENTARY INFORMATION**

CITY OF NORWALK

Statement of Cash Receipts, Disbursements  
and Changes in Cash Balances  
Nonmajor Governmental Funds  
As of and for the year ended June 30, 2014

	Special				
	Plumbers Bonds	Economic Development	Library Trust	Park Trust	Emergency Fund
Receipts					
Use of money and property	\$ -	-	26	316	-
Miscellaneous	-	9,458	6,700	10,071	-
Total receipts	-	9,458	6,726	10,387	-
Disbursements					
Operating					
Public safety	-	-	-	-	-
Public works	-	-	-	-	-
Culture and recreation	-	-	1,541	1,700	-
Community and economic developmen	-	90,099	-	-	-
General government	-	-	-	-	-
Capital projects	-	-	-	-	-
Total disbursements	-	90,099	1,541	1,700	-
Excess (deficiency) of receipts over (under) disbursements	-	(80,641)	5,185	8,687	-
Other financing uses					
Operating transfers in (out)	-	67,641	-	-	-
Total other financing sources (uses)	-	67,641	-	-	-
Net change in cash balances	-	(13,000)	5,185	8,687	-
Cash balances beginning of year	10,489	97,555	10,009	87,754	32,017
Cash balances end of year	\$ 10,489	84,555	15,194	96,441	32,017
Cash Basis Fund Balances					
Restricted for:					
Other purposes	\$ -	-	15,194	96,441	32,017
Committed	10,489	84,555	-	-	-
Assigned	-	-	-	-	-
Total cash basis fund balances	\$ 10,489	84,555	15,194	96,441	32,017

See accompanying independent auditors' report.

Revenue					Capital			
Legacy Pedestrian Path	Self Fund Deductible	Orchard Ridge Pedestrian Path	Hakes Wright Road	Legacy Park	Water Tower Park	Pool	I Jobs	Public Works Facility
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	32,489	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	32,489	-	-	-	-	-	-	-
-	(32,489)	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	(32,489)	-	-	-	-	-	-	-
4,655	-	1,131	(4,043)	488	27,808	(25,759)	546	15,777
4,655	(32,489)	1,131	(4,043)	488	27,808	(25,759)	546	15,777
-	(32,489)	-	-	-	-	-	-	-
4,655	-	1,131	(4,043)	488	27,808	(25,759)	546	15,777
-	-	-	-	-	-	-	-	-
4,655	(32,489)	1,131	(4,043)	488	27,808	(25,759)	546	15,777



## Projects

Signal Project	City Hall	Industrial Park	NCIS Infrastructure	Norwalk Fiber Optic	Windflower Storm Water	Equipment Replacement	Total
-	-	-	-	-	-	-	342
-	-	-	-	-	-	209,000	235,229
-	-	-	-	-	-	209,000	235,571
-	-	-	-	-	-	92,955	92,955
-	-	-	-	-	-	319,979	319,979
-	-	-	-	-	-	16,300	19,541
-	-	-	-	-	-	-	90,099
-	-	-	-	-	-	-	32,489
-	-	10,571	316,761	37,411	-	-	364,743
-	-	10,571	316,761	37,411	-	429,234	919,806
-	-	(10,571)	(316,761)	(37,411)	-	(220,234)	(684,235)
-	-	-	-	-	-	-	67,641
-	-	-	-	-	-	-	67,641
-	-	(10,571)	(316,761)	(37,411)	-	(220,234)	(616,594)
9,193	(654)	(4,958)	(147,557)	(265,668)	(80,302)	37,646	(193,873)
9,193	(654)	(15,529)	(464,318)	(303,079)	(80,302)	(182,588)	(810,467)
-	-	-	-	-	-	-	111,163
9,193	(654)	(15,529)	(464,318)	(303,079)	(80,302)	-	(739,042)
-	-	-	-	-	-	(182,588)	(182,588)
9,193	(654)	(15,529)	(464,318)	(303,079)	(80,302)	(182,588)	(810,467)

## CITY OF NORWALK

Schedule 2

Statement of Cash Receipts, Disbursements  
and Changes in Cash Balances  
Nonmajor Proprietary Funds  
As of and for the year ended June 30, 2014

	Enterprise Non Major		
	Storm Water	Equipment Replacement	Total
Receipts			
Use of money and property	\$ 2,730	-	2,730
Charges for service	345,569	-	345,569
Miscellaneous	2,153	-	2,153
Total receipts	<u>350,452</u>	<u>-</u>	<u>350,452</u>
Disbursements			
Operating			
Business type activities	<u>163,937</u>	<u>-</u>	<u>163,937</u>
Total disbursements	<u>163,937</u>	<u>-</u>	<u>163,937</u>
Excess (deficiency) of receipts over (under) disbursements	<u>186,515</u>	<u>-</u>	<u>186,515</u>
Other financing sources			
Bond proceeds	-	-	-
Operating transfers out	<u>(36,800)</u>	<u>-</u>	<u>(36,800)</u>
Total other financing sources (uses)	<u>(36,800)</u>	<u>-</u>	<u>(36,800)</u>
Net change in cash balances	149,715	-	149,715
Cash balances beginning of year	<u>800,717</u>	<u>485,902</u>	<u>1,286,619</u>
Cash balances end of year	<u>\$ 950,432</u>	<u>485,902</u>	<u>1,436,334</u>
Cash Basis Fund Balances			
Unreserved	<u>\$ 950,432</u>	<u>485,902</u>	<u>1,436,334</u>

See accompanying independent auditors' report.

# CITY OF NORWALK

## Schedule of Indebtedness Year ended June 30, 2014

Obligation	Date of Issue	Interest Rates	Amount Originally Issued
General obligation bonds:			
Corporate purpose	May 15, 2007	3.75-4.05	\$ 1,950,000
Corporate purpose	Oct 15, 2008	3.25-3.85	780,000
Corporate purpose	Oct 6, 2009	2.00-3.00	475,000
Corporate purpose	Aug 25, 2010	2.00-4.00	4,685,000
Corporate purpose	Aug 25, 2010	2.00-4.00	5,320,000
Refunding bonds	Aug 25, 2010	1.00-1.50	1,260,000
Urban renewal	Oct 21, 2010	2.20-3.80	1,475,000
Emergency Equipment	Apr 4, 2012	0.60-2.20	1,095,000
Refunding bonds	Apr 4, 2012	0.60-1.80	2,820,000
Total			
Revenue bonds:			
Sewer	Feb 1, 1999	4.15-5.15	620,000
Water	Feb 7, 2000	3.00	1,175,000
Total			
Sanitary district mortgage assumed	July 1, 1997	5.00	361,900
Colonial Meadows economic development payments	April 8, 1999	4.99	926,341
Equipment loan	Oct 22, 2013	4.73	64,006

See accompanying independent auditors' report.

Balance Beginning of Year	Issued During Year	Redeemed During Year	Balance End of Year	Interest Paid
\$ 1,160,000	-	110,000	1,050,000	45,735
465,000	-	85,000	380,000	16,882
125,000	-	125,000	-	3,750
4,195,000	-	180,000	4,015,000	127,770
4,760,000	-	290,000	4,470,000	161,663
260,000	-	160,000	100,000	3,420
1,330,000	-	60,000	1,270,000	40,700
1,095,000	-	115,000	980,000	15,540
2,820,000	-	445,000	2,375,000	32,030
16,210,000	-	1,570,000	14,640,000	447,490
55,000	-	55,000	-	2,832
506,000	-	65,000	441,000	8,855
561,000	-	120,000	441,000	11,687
136,134	-	14,074	122,060	7,384
548,670	-	61,871	486,799	26,895
-	64,006	15,480	48,526	2,022
\$ 17,455,804	64,006	1,781,425	15,738,385	495,478

CITY OF NORWALK

Bond and Note Maturities  
June 30, 2014

Year Ending June 30,	GENERAL OBLIGATION							
	Corporate Purpose		Corporate Purpose		Corporate Purpose		Corporate Purpose	
	Issued May 15, 2007		Issued Oct 15, 2008		Issued Aug 25, 2010		Issued Aug 25, 2010	
	Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount
2015	3.80%	\$ 115,000	3.50%	\$ 90,000	2.00%	\$ 185,000	2.50%	\$ 300,000
2016	3.85%	120,000	3.70%	95,000	2.00%	190,000	3.00%	305,000
2017	3.90%	120,000	3.75%	95,000	2.00%	200,000	3.00%	315,000
2018	3.95%	125,000	3.85%	100,000	2.20%	205,000	3.00%	210,000
2019	4.00%	135,000	-	-	2.40%	210,000	3.00%	220,000
2020	4.00%	140,000	-	-	2.60%	220,000	3.00%	230,000
2021	4.05%	145,000	-	-	2.75%	230,000	3.25%	235,000
2022	4.05%	150,000	-	-	3.00%	240,000	3.50%	245,000
2023	-	-	-	-	3.10%	250,000	3.50%	255,000
2024	-	-	-	-	3.25%	260,000	3.75%	270,000
2025	-	-	-	-	3.40%	270,000	3.75%	280,000
2026	-	-	-	-	3.50%	285,000	4.00%	295,000
2027	-	-	-	-	3.60%	295,000	4.00%	305,000
2028	-	-	-	-	3.75%	310,000	4.00%	320,000
2029	-	-	-	-	3.90%	325,000	4.00%	335,000
2030	-	-	-	-	4.00%	340,000	4.00%	350,000
Total		<u>\$ 1,050,000</u>		<u>\$ 380,000</u>		<u>\$ 4,015,000</u>		<u>\$ 4,470,000</u>

## BONDS

Refunding		Urban Renewal		Emergency Equipment		Refunding		
Issued Aug 25, 2010		Issued Oct 21, 2010		Issued Apr 4, 2012		Issued Apr 4, 2012		
Interest		Interest		Interest		Interest		
Rates	Amount	Rates	Amount	Rates	Amount	Rates	Amount	Total
1.50%	\$ 100,000	2.20%	\$ 60,000	0.80%	\$ 115,000	0.80%	\$ 450,000	\$ 1,415,000
-	-	2.20%	60,000	1.00%	120,000	1.00%	460,000	1,350,000
-	-	2.20%	60,000	1.20%	120,000	1.20%	465,000	1,375,000
-	-	2.40%	65,000	1.40%	120,000	1.40%	475,000	1,300,000
-	-	2.60%	65,000	1.60%	125,000	1.60%	260,000	1,015,000
-	-	2.75%	70,000	1.80%	125,000	1.80%	265,000	1,050,000
-	-	3.00%	70,000	2.00%	125,000	-	-	805,000
-	-	3.00%	75,000	2.20%	130,000	-	-	840,000
-	-	3.10%	80,000	-	-	-	-	585,000
-	-	3.20%	80,000	-	-	-	-	610,000
-	-	3.30%	85,000	-	-	-	-	635,000
-	-	3.40%	90,000	-	-	-	-	670,000
-	-	3.50%	95,000	-	-	-	-	695,000
-	-	3.60%	100,000	-	-	-	-	730,000
-	-	3.70%	105,000	-	-	-	-	765,000
-	-	3.80%	110,000	-	-	-	-	800,000
<u>\$ 100,000</u>		<u>\$ 1,270,000</u>		<u>\$ 980,000</u>		<u>\$ 2,375,000</u>		<u>\$ 14,640,000</u>

## CITY OF NORWALK

Schedule 4  
(Continued)Bond and Note Maturities  
June 30, 2014

Year Ending June 30,	REVENUE BONDS	
	Water	
	Issued Feb 7, 2000	
	Interest	
	Rates	Amount
2015	4%	\$ 67,000
2016	4%	70,000
2017	4%	72,000
2018	4%	75,000
2019	4%	77,000
2020	4%	80,000
		<u>\$ 441,000</u>

See accompanying independent auditor's report.

# CITY OF NORWALK

## Statement of Receipts By Source and Disbursements By Function - All Governmental Funds For the Last Ten Years

	2014	2013	2012	2011	2010
Receipts					
Property tax	\$ 4,255,484	4,310,453	3,888,543	3,200,448	3,103,479
Tax increment financing collections	2,491,735	1,348,827	2,140,586	1,820,225	1,436,406
Other city tax	293,253	293,909	306,967	267,470	272,997
Licenses and permits	316,861	192,108	167,352	157,712	143,630
Use of money and property	95,671	72,446	67,655	90,784	84,212
Intergovernmental	988,111	929,598	936,821	1,157,222	823,439
Charges for service	871,376	837,238	808,450	760,324	727,348
Miscellaneous	1,599,567	476,162	621,837	262,389	263,611
Total	<u>\$ 10,912,058</u>	<u>8,460,741</u>	<u>8,938,211</u>	<u>7,716,574</u>	<u>6,855,122</u>
Disbursements					
Operating					
Public safety	2,879,292	3,341,804	2,837,904	3,210,776	2,952,778
Public works	1,734,437	1,363,156	1,531,617	1,618,597	1,227,318
Health and social services	9,464	6,000	7,655	9,150	3,150
Culture and recreation	1,063,487	1,025,486	1,022,186	937,365	960,937
Community and economic development	1,732,115	744,800	846,408	732,164	489,294
General government	678,482	604,369	617,892	685,978	540,786
Debt service	2,021,490	4,804,575	2,536,235	3,236,356	1,627,389
Capital projects	364,743	567,448	3,920,141	7,267,099	1,311,028
Total	<u>\$ 10,483,510</u>	<u>12,457,638</u>	<u>13,320,038</u>	<u>17,697,485</u>	<u>9,112,680</u>

See accompanying independent auditor's report.



<u>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>	<u>2005</u>
2,981,456	2,662,695	2,359,808	2,007,156	1,944,684
902,715	1,164,617	916,408	820,782	726,796
261,165	276,628	263,049	149,352	91,718
126,234	198,997	143,389	196,664	187,923
131,671	226,874	219,212	204,357	90,802
766,086	771,747	768,173	659,954	670,976
681,247	638,211	588,138	603,252	224,611
<u>187,943</u>	<u>293,806</u>	<u>187,018</u>	<u>375,575</u>	<u>375,609</u>
<u>6,038,517</u>	<u>6,233,575</u>	<u>5,445,195</u>	<u>5,017,092</u>	<u>4,313,119</u>
2,373,942	1,665,905	1,321,635	1,540,593	1,268,424
1,376,426	1,200,933	1,103,075	1,329,041	602,794
3,150	3,150	3,150	3,150	3,150
905,575	802,799	764,784	734,071	648,403
260,807	210,512	131,511	162,687	162,818
604,015	456,252	479,607	454,465	461,738
1,698,399	1,495,528	1,394,554	1,112,312	1,266,009
<u>1,281,073</u>	<u>764,064</u>	<u>1,616,705</u>	<u>1,825,243</u>	<u>283,756</u>
<u>8,503,387</u>	<u>6,599,143</u>	<u>6,815,021</u>	<u>7,161,562</u>	<u>4,697,092</u>



# Shull

## and Co. P.C.

certified public accountants

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL  
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN  
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Honorable Mayor and  
Members of the City Council

We have audited in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the City of Norwalk, Iowa, as of and for the Year Ended June 30, 2014, and the related Notes to Financial Statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated January 21, 2015. Our report expressed unmodified opinions on the financial statements which were prepared on the basis of cash receipts and disbursements, a basis of accounting other than U.S. generally accepted accounting principles.

### Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Norwalk's internal control over financial reporting to determine the audit procedures appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Norwalk's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Norwalk's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying Schedule of Findings, we identified a deficiency in internal control over financial reporting that we consider to be a material weakness.

A deficiency in internal control exists when the design or operation of the control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility a material misstatement of the City of Norwalk's financial statements will not be prevented or detected and corrected on a timely basis. We consider the deficiency in internal control described in Part I of the accompanying Schedule of Findings to be a material weakness.

A significant deficiency is a deficiency, or combination of control deficiencies, in internal control which is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Norwalk's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, non-compliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of non-compliance or other matters that are required to be reported under Government Auditing Standards. However, we noted certain immaterial instances of non-compliance that are described in Part II of the accompanying Schedule of Findings.

Comments involving statutory and other legal matters about the City's operations for the year ended June 30, 2014 are based exclusively on knowledge obtained from procedures performed during our audit of the financial statements of the City. Since our audit was based on tests and samples, not all transactions that might have had an impact on the comments were necessarily audited. The comments involving statutory and other legal matters are not intended to constitute legal interpretations of those statutes.

#### The City of Norwalk's Responses to Findings

The City of Norwalk's responses to findings identified in our audit are described in the accompanying Schedule of Findings. The City of Norwalk's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, we express no opinion on them.

#### Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of the City of Norwalk during the course of our audit. Should you have any questions concerning any of the above matters, we shall be pleased to discuss them with you at your convenience.

*Shull & Co., P.C.*

January 21, 2015

CITY OF NORWALK

Schedule of Findings  
Year ended June 30, 2014

**Part I: Findings Related to the Financial Statements:**

**INTERNAL CONTROL DEFICIENCY:**

I-A-14      Reconciliaton of bank accounts and Financial Reporting – During the audit, we identified that the bank accounts were not reconciled during the year ended June 30, 2014 and a material amount of entries were not made. Adjustments were subsequently made by the City to properly report these amounts in the City’s financial statements.

Recommendation – The City should implement procedures to ensure all entries are made and that the bank accounts are reconciled on a timely basis.

Response – By the audit report date all bank accounts were reconciled and all appropriate journal entries had been made.

Conclusion – Response accepted.

**Part II: Other Findings Related to Required Statutory Reporting:**

II-A-14      Certified Budget - Disbursements during the year ended June 30, 2014, exceeded the amounts budgeted in the public safety and public works functions. Chapter 384.20 of the Code of Iowa states, in part, “Public monies may not be expended or encumbered except under an annual or continuing appropriation.”

Recommendation – The budget should have been amended in accordance with Chapter 384.18 of the Code of Iowa before disbursements were allowed to exceed the budget.

Response – The budget will be amended in the future, if applicable.

Conclusion – Response accepted.

II-B-14      Questionable Disbursements - No disbursements that we believe may not meet the requirements of public purpose as defined in an Attorney General’s opinion dated April 25, 1979 were noted.

II-C-14      Travel Expense - No disbursements of City money for travel expenses of spouses of City officials or employees were noted.

II-D-14      Business Transactions - No business transactions between the City and City officials or employees were noted.

II-E-14      Bond Coverage - Surety bond coverage of City officials and employees is in accordance with statutory provisions. The amount of coverage should be reviewed annually to ensure that coverage is adequate for current operations.

CITY OF NORWALK

Schedule of Findings - Continued  
Year ended June 30, 2014

**Part II: Other Findings Related to Required Statutory Reporting - Continued:**

- II-F-14     City Council Minutes - No transactions were found that we believe should have been approved in the City Council minutes but were not.
- II-G-14     Deposits and Investments - No instances of non-compliance with the deposit and investment provisions of Chapter 12B and 12C of the Code of Iowa and the City's investment policy were noted.
- II-H-14     Revenue Bonds - No violations of provisions of revenue bond resolution requirements were noted.
- II-I-14     Financial Condition – The City had the following deficit balances at June 30, 2014:

Debt Service	\$	104,875
Special Revenue:		
Self Fund Deductible		32,489
Capital Project Funds:		
Colonial Parkway Improvement		155,255
Hakes Wright Road		4,043
Pool		25,759
City Hall		654
Industrial Park		15,529
NCIS Infrastructure		464,318
Norwalk Fiber Optic		303,079
Windflower Storm Water		80,302

Recommendation – The City should investigate alternatives to eliminate these deficits in order to return these funds to a sound financial position.

Response – Transfers are scheduled in FY2015 to address the deficits in the Hakes Wright Road, City Hall, and Windflower Storm Water funds.

The deficit in the Self Fund Deductible has been resolved in FY through a budgeted transfer. Revenues are in excess of expenditures in FY2015, sufficient to erase the deficit balance

Bonds were issued in FY2015 that will address the deficit in the NCIS Infrastructure Fund.

Transfers are scheduled in FY2016 and FY2017 to address the Debt Service deficit.

Staff will evaluate actions to correct the remaining deficits in FY2015.

# MINUTES OF REGULAR NORWALK CITY COUNCIL MEETING 4-16-15 (Abridged for publication)

Mayor Pro Tem Erika Isley called City Council meeting to order at 6:04 p.m. Present at roll call: Eric Delker, Tom Greteman and Kyle Jackson. Absent: Jaki Livingston. (RC = roll call vote)

15-057 Delker moved, Greteman seconded to approve **agenda** as amended to remove item d from consent. Voice vote carried unanimously.

15-058 Jackson moved, Greteman seconded to approve April 2<sup>nd</sup> regular council meeting **minutes**. Voice vote carried unanimously.

Consent included tax abatement applications; liquor license for “Country Thang”; **first reading** of ordinance amending Master Plan and Rules, Regulation, and Guidelines for Echo Valley Community Planned Unit Development as Contained in Ordinance No. 03-08; **second reading** of ordinance amending code of ordinances of city of Norwalk, Iowa, Chapters 169 and 177, updating and clarifying Rental Housing Code requirements and Fees; **second reading** of ordinance amending code of ordinances of city of Norwalk, Iowa, Chapter 177, updating Fire and EMS Fees; second reading of ordinance providing for a series of scheduled water rate and sewer rate adjustments, amending sections 92.02 (1), 99.02 (1), 92.02(3), 177.01(8), AND 177.01(11) of Norwalk Municipal Code; **resolution 0416-15-031** adopting MOU for Central Iowa Code Consortium; **resolution 0416-15-032** approving renewal of an animal shelter services agreement with Animal Rescue League; **resolution 0416-15-033** approving renewal of a phone services contract with CenturyLink; monthly department reports for March and expenditures:

ADVENTURE LIGHT EQUIPMENT	\$293.75	IA POLICE CHIEFS ASSOC	LECC CONF	\$125.00
AHLERS & COONEY LABOR EMP LEGAL	\$2,076.65	JAMES OIL CO	FUEL	\$9,333.24
AIA CORP CLOTHING ALLOW	\$475.68	JESTER INSURANCE	CANINE COVE	\$54.00
AIRPORT SIGNS SUPPLIES	\$176.00	JP COOKE CO	2015 DOG TAGS	\$52.47
AMER TEST CENTER INSPECTION	\$410.00	KELLY CORTUM	KITTERMAN	\$16,375.00
ASI 8YD TRASH SVC	\$50.00	KELTEK INC	VEHICLE REPAIR	\$346.40
BETHANIE LAFFERTY YOGA 4/15	\$169.05	KOCH BRORS	OFFICE EQUIP	\$794.00
BLUE TARP FIN CAMERA TRAILER	\$213.94	KUEHL, NANCY	EGG HUNT	\$115.27
BOUND TREE MED MED SUPPLIES	\$4,411.33	LARUE DIST	SUPPLIES	\$144.03
BROWN EQUIP REPAIR FERRIS	\$236.40	LEHMER, GARY	LEHMER, GARY	\$28.20
BROWNELLS SUPPLIES	\$47.91	LIVING MAGAZINE	MAGAZINE	\$1,998.00
CITY OF WDM WESTCOM	\$14,143.32	MARY JANE SHARP	STEP BENCH	\$737.45
CNM OUTDOOR EQUIP HANDHELD BLOW	\$179.95	MCCLURE ENG	NCIS IMP	\$6,400.00
CONTRACT SPECI SUPPLIES	\$485.60	MENARDS	SUPPLIES	\$887.39
DM IRON WORKS EQUIPMENT	\$89.18	METRO WASTE	COMPOST IT	\$17,174.80
DM WATER WORKS DMWW	\$23,211.52	MIDAMERICAN	UTILITIES	\$0.00
DOWNEY TIRE REPAIR GRADER	\$562.31	MIDWEST K-9 DETECT	CONF	\$60.00
ELEC ENGINEER & EQUIP LIGHTS AT POOL	\$118.73	MUNICIPAL SUPPLY	SUPPLIES	\$5,630.50
EMS PROFESSIONALS MED SUPPLIES	\$25.00	N WAR TOWN & CTY	SUMMER AD	\$26.20
FAM MED NORWALK PHYSICAL	\$344.00	NORWALK CHAMBER	WELLNESS	\$150.00
FIRE SVC TRAIN BUREAU EDU/TRAINING	\$70.00	NORWALK HARDWARE	SUPPLIES	\$580.25
GE CAPITAL COPIER LEASE	\$1,040.00	OREILLY AUTO PARTS	REPAIR VEHICLE	\$240.86
GOLF CARS OF IA 2003 EZ GO TXT	\$4,500.00	SAMS CLUB	SUPPLIES	\$554.87
GREGG YOUNG REPAIR AMBU	\$329.52	SCOTTS FOODS	SUPPLIES	\$200.21
GRIMES ASPHALT & PAV COLD MIX	\$407.34	SIMPLEX GRINNELL	OPER EQUIP	\$1,498.24
HARVEY'S AUTOMOTIVE REPAIRS/SUPPLIES	\$0.00	STAR EQUIPMENT	EQUIPMENT	\$132.77
HEARTLAND TECH INSTALL WIRELESS	\$1,128.75	TERMINIX	PEST CONTROL	\$64.00

HIWAY TRUCK EQUIP	EQUIPMENT	\$295.00	GREATER DM PARTNER	DC TRIP	\$9,000.00
HOLLY BLAKE	REFUND	\$33.25	USA BLUE BOOK	EQUIPMENT	\$1,372.71
IND PUBLIC ADVISOR	RETAINER SERV	\$2,300.00	VEENSTRA & KIMM	NW TRUNK SEW	\$36,213.99
INDOFF INC	SUPLIES	\$985.39	WADE WAGONER	REIMBURSE	\$203.69
IA LAW ENF ACAD	ACADEMY	\$180.00	WDM TRUE VALUE	STORM DRAIN	\$166.14
IA MEDICAID ENT	REFUND	\$173.61			

15-059 Delker moved, Greteman seconded to approve **consent**. RC vote passed unanimously.

15-060 Jackson moved, Greteman seconded to adopt **Resolution 0416-15-034 approving Urban Renewal Plan Amendment for Norwalk Urban Renewal Area (Amendment 15-01)**. RC vote passed unanimously.

15-061 Greteman moved, Jackson seconded to adopt **Resolution No. 0416-15-035 authorizing City Manager to implement and submit Title VI programs and documents to Iowa Department of Transportation (ADA)**. RC vote passed unanimously.

15-062 Greteman moved, Isley seconded to adopt **Resolution No. 0416-15-036 resolution approving an agreement with Warren Water District for customer and territory buy-out**. RC vote passed unanimously.

15-063 Jackson moved, Delker seconded to adopt **Resolution 0416-15-037 approving an equipment sharing agreement**. RC vote passed unanimously.

15-064 Delker moved, Greteman seconded to adopt **Resolution 0416-15-038 approving Rolling Greens Plat 5 preliminary plat**. RC vote passed unanimously.

15-065 Greteman moved, Delker seconded to **adjourn** meeting at 6:51 p.m. Voice vote carried unanimously.

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Erika Isley, Mayor Pro Tem

---

Jodi Eddleman, Deputy City Clerk

**MINUTES OF THE REGULAR NORWALK CITY COUNCIL MEETING ON 4-16-15**  
(unabridged version)

Mayor Pro Tem Isley called the City Council meeting to order at 6:04 p.m. Present at roll call: Eric Delker, Tom Greteman and Kyle Jackson. Absent: Jaki Livingston. (RC = roll call vote)

Staff present included: Marketa Oliver, City Manager; Jodi Eddleman, Deputy City Clerk; Tim Hoskins, Public Works Director; Dustin Huston, Fire Chief; Nancy Kuehl, Parks and Recreation Director; Luke Parris, City Planner; Holly Sealine, Library Director; Greg Staples, Police Chief and Wade Wagoner, Planning and Economic Development Director.

15-057 Delker moved, Greteman seconded to approve **agenda** as amended to remove item d from the consent. Voice vote carried unanimously.

**Presentation(s)**

Staples reported that chiefs from the metro area met and decided two areas to collaborate are recruitment and training.

Recruitment would include the development of a Memorandum Of Understanding among metro agencies to share information on recruits who have applied. This would have been very helpful for Norwalk last October when the City started recruitment after six years of not recruiting. It makes sense to share and is very cost effective.

For training the metro lacks ability to plan for succession. Training midlevel supervisors is difficult without sending them out of town or spending a great deal on trainers for small numbers. The ability to come together to train will save money over a long period of time.

Greteman asked if the applicants will sign something that says their information can be shared. Staples said yes.

Kuehl presented Capital Crossroads information regarding how to market park and recreation activities, trail signage and *Catch Des Moines*. The City is jointly marketing facilities and programs through CVB Trail Signage. There is a regional trail logo, then cities add their own logos to it.

**Welcome of Guests and Public Comment**

Isley welcomed those guests present. With no one present wishing to speak, the business portion of the meeting was opened.



15-058 Jackson moved, Greteman seconded to approve April 2<sup>nd</sup> regular council meeting **minutes**. Voice vote carried unanimously.

Consent included tax abatement applications; liquor license for “The Country Thang”; **first reading** of ordinance amending the Master Plan and Rules, Regulation, and Guidelines for the Echo Valley Community Planned Unit Development as Contained in Ordinance No. 03-08; **second reading** of the ordinance amending the code of ordinances of the city of Norwalk, Iowa, Chapters 169 and 177, updating and clarifying Rental Housing Code requirements and Fees; **second reading** of ordinance amending the code of ordinances of the city of Norwalk, Iowa, Chapter 177, updating Fire and EMS Fees; second reading of ordinance providing for a series of scheduled water rate and sewer rate adjustments, amending sections 92.02 (1), 99.02 (1), 92.02(3), 177.01(8), AND 177.01(11) of the Norwalk Municipal Code; **resolution 0416-15-031** adopting MOU for the Central Iowa Code Consortium; **resolution 0416-15-032** approving renewal of an animal shelter services agreement with the Animal Rescue League; **resolution 0416-15-033** approving renewal of a phone services contract with CenturyLink; monthly department reports for March and expenditures:

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IA LAW ENF ACAD ACADEMY	\$180.00	WDM TRUE VALUE	STORM DRAIN	\$166.14
IA MEDICAID ENT REFUND	\$173.61			

15-059 Delker moved, Greteman seconded to approve **consent**. RC vote passed unanimously.

### **City of Norwalk Smartphone Application**

Todd Dunkel, of Iowa Distilling, said the Norwalk Chamber is proposing development of a smartphone application that would be modeled after the *Pella Now* application. The application is used to tie events together to identify dining, retail shopping choices etc. The cost of the application and development is approximately \$3,000. A monthly maintenance fee is also charged.

Isley said she downloaded the application and really liked it. She asked if the proposal is to make a Norwalk application. Dunkel said the Chamber Board voted to continue looking at the application and wanted to see if the City wanted to participate.

Jackson asked if the Chamber is going to maintain it for new members. Dunkel said it is not certain at this time.

Isley said she thought it was a great ap and it would be the first place of where she would go. She thought the City of Pella information was somewhat lackluster. She would like something where she could push information to people such as lost dogs, etc. Dunkel said he presented during the Chamber meeting that there is room for improvement with the application for social media use such as this.

Jackson stated the general consensus is to support proceeding with it.

### **Urban Renewal Plan Amendment**

Greteman stated there are four projects listed in the amendment and asked if the plan can be amended if something would change; such as, construction of trail improvements. He asked if they could amend the plan again. Oliver said yes.

Isley asked Greteman to talk about the church's sidewalk. Greteman said when the church was built, they were given a waiver not to put the sidewalk in. The church is now planning to add a 5-foot sidewalk along the south side of North Avenue and along Orchard Hill Drive. If the City is planning a 10-foot bike path there, the church should work with the City to construct the path. He added that the City has a 10-foot path across the corn field in the budget and believes if the church ever takes it out or causes it to be destroyed that they should agree to put the path back in. This agreement needs to be put in a letter.

15-060 Jackson moved, Greteman seconded to adopt **Resolution 0416-15-034** approving Urban Renewal Plan Amendment for the Norwalk Urban Renewal Area (Amendment 15-01). RC vote passed unanimously.

### **Department of Transportation ADA**

15-061 Greteman moved, Jackson seconded to adopt **Resolution No. 0416-15-035** authorizing the City Manager to implement and submit Title VI programs and documents to the Iowa Department of Transportation. RC vote passed unanimously.

### **Warren Water Buy-out**

Greteman asked if all addresses listed are inside city limits. Hoskins said yes. He also asked if this agreement assigns their capacity to the City of Norwalk. Hoskins responded capacity is not part of this agreement. Jackson asked if it could be negotiated. Dougherty responded that federal law protects the territory of the rural water system and dictates the formula used to compute a buy-out; capacity can be negotiated.

Greteman said sprawl continues to be a problem when counties continue to permit larger rural subdivisions, then those people demand city services and get annexed. Dougherty said this agreement does not require the City to buy out the customers but it does set the framework for buying out future customers. Hoskins said the western annexation area is their largest future growth area.

Greteman said he wants to watch the City's water capacity closely.

15-062 Greteman moved, Isley seconded to adopt **Resolution No. 0416-15-036** resolution approving an agreement with Warren Water District for customer and territory buy-out. RC vote passed unanimously.

### **Equipment Sharing agreement**

Hoskins said that this agreement would allow the city to share equipment with several other metro cities and they have been working on it for more than a year.

Isley asked what would be on the list; for example if they want to borrow a snow plow or jetvac, could they?. Hoskins said we have complete control over it and some equipment is such that the operator must go with it. Hoskins said we set the price and thinks the agreement is a win without risk.

Isley asked what equipment he wants to use that the City does not have. Hoskins said chippers, specialized mowers, grinders, etc. Also, we have a crack sealing machine that we only use three or four weeks per year and that could be something someone else wishes to use.

15-063 Jackson moved, Delker seconded to adopt **Resolution 0416-15-037** approving an equipment sharing agreement. RC vote passed unanimously.

### **Rolling Green Plat 5**

Luke presented to the council the preliminary plat extending the development to the North. He stated that planning & zoning recommends approval of the plat.

Greteman said P&Z looked at storm water.

15-064 Delker moved, Greteman seconded to adopt **Resolution 0416-15-038** approving the Rolling Greens Plat 5 preliminary plat. RC vote passed unanimously.

### **Reports**

Sealine invited everyone to the Library Foundation's Fundraiser "Art in the Stacks" on April 20<sup>th</sup>. It is an adult-only event and tickets are \$20.

Kuehl announced that Assistant Public Works Director is leaving. She said the dog wash raised \$1,100.00.

Huston reported there was a good turnout at the pancake breakfast and that the annual appreciation banquet is on Saturday.

Staples said at the most recent Chiefs meeting they talked about body cameras and decided it would be smart if they all discussed a common policy. Sgt. Downing will represent Norwalk in the metro wide discussion. There were two bills proposed this past year that did not go anywhere and their hope is that if they come up with a plan, the legislation would mirror what they are doing. He said there were no issues from Clinton's visit to Capital City Fruit.

Hoskins said the Holly Drive water main is transite, which is an asbestos product and that is causing some problems. This will cause us some issues with disposal. He added that he has been very impressed with the contractor. The bike path is near completion; clean up and restoration could start as early tomorrow. There was a pre-construction meeting on the Wakonda Drive project and residents will be sent an information letter. The first area they will concentrate on will be the sidewalks on Happy Hollow Drive, beginning May 4<sup>th</sup>. The resident meetings are scheduled for April 27<sup>th</sup> and 29<sup>th</sup>. Hoskins noted that to clear the way for construction, MidAmerican Energy has cleared the streetlights and that has prompted some calls. Staples added that they are increasing patrols in the areas without streetlights and requested Lakewood Village Association send an email asking people to turn their porch lights on.

Hoskins continued that the SE Trunk Sewer Phase II is complete. They are just waiting for some final test results. Construction on the sewer at Blooming Heights is going well. They are close to doing a final punch list walkthrough on the Estates at the Ridge. All new subdivisions will have LED streetlights installed; Plat 17 in the Legacy is one location to see them. It will be a change but there is huge cost benefit.

Wagoner said Development Services is working on a good zoning ordinance. He attended the Warren County Business Awards meeting. O'Leary Celebration of Life won New Business of the Year; Iowa Distilling won Most Innovative and City State Bank won Business of the Year.

Parris said there is a lot of development coming through. There is also a rezone request for the Dobson Property.

Oliver reported on a workshop she and Mayor Phillips attended last week regarding the Emerald Ash Bore, which has recently been found in southeast Dallas County. Also, Tuesday night was the School - City Improvement Advisory Committee and she expressed appreciation for the school letting the City piggy back on that process. The committees have done great work and two of the City Committees will be presenting to Council at the April 30<sup>th</sup> study session.

15-065 Greteman moved, Delker seconded to **adjourn** meeting at 6:51 p.m. Voice vote carried unanimously.

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Erika Isley, Mayor Pro Tem

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Jodi Eddleman, Deputy City Clerk

**MINUTES OF THE SPECIAL NORWALK CITY COUNCIL MEETING ON 4-30-15**  
(abridged for publication)

Mayor Tom Phillips called City Council meeting to order at 5:39 p.m. Present at roll call: Tom Greteman, Kyle Jackson and Jaki Livingston. Absent: Erika Isley and Eric Delker. (RC = roll call vote)

15-066 Livingston moved, Jackson seconded to approve **agenda**. Voice vote carried unanimously.

15-067 Greteman moved, Livingston seconded to adopt **Resolution No. 0430-15-039 accepting public infrastructure for the subdivision of The Estates at the Ridge**. RC vote passed unanimously.

Additional discussions included: **CIAC Presentations** regarding infrastructure and public safety recommendations; comprehensive **bike trail** map; **Mission, Vision and Values** statements; and **Fire Department Staffing** plan.

15-068 Livingston moved, Greteman seconded to **adjourn** at 7:44 p.m. Voice vote carried unanimously.

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Tom Phillips, Mayor

Attest:

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Marketa George Oliver, City Manger

**MINUTES OF THE SPECIAL NORWALK CITY COUNCIL MEETING ON 4-30-15**  
(unabridged version)

Mayor Tom Phillips called the City Council meeting to order at 5:39 p.m. Present at roll call: Tom Greteman, Kyle Jackson and Jaki Livingston. Absent: Erika Isley and Eric Delker. (RC = roll call vote)

Staff present included: Marketa Oliver, City Manager; Tim Hoskins, Public Works Director; Dustin Huston, Fire Chief; Nancy Kuehl, Parks and Recreation Director; Holly Sealine, Library Director; Greg Staples, Police Chief; Wade Wagoner, Planning and Economic Development Director and Chris Campbell, Assistant Public Works Director.

City Improvement Advisory Committee (CIAC) members present included:

**Infrastructure**

Newton Standridge  
Dennis Isley  
Judy McConnell  
AJ Samuelson  
Elisabeth Thompson

**Public Safety**

Dean Ahnen  
Tommy Thompson  
Elisabeth Thompson

15-066 Livingston moved, Jackson seconded to approve **agenda**. Voice vote carried unanimously.

15-067 Greteman moved, Livingston seconded to adopt **Resolution No. 0430-15-039 accepting public infrastructure for the subdivision of The Estates at the Ridge**. RC vote passed unanimously.

**CIAC Presentations**

Phillips thanked the committee members and told them he appreciates their work on these recommendations, that the mayor and council take them to heart.

**Infrastructure**

Newton Standridge said the Infrastructure CIAC committee found several things important. The City needs to purchase the Warren Rural Water customers. Those customers were annexed seven years ago and need to be on city services within the next three years. In conjunction with that is the proposal to loop the water system that will come in and connect at Beardsley and G14. This would bring in a trunk line off of Maffit down Orilla Road. It will take several million dollars. The idea is to have a loop system so that we will be protected if there are water issues. The City also needs to be mindful of our capacity and

look at the availability of irrigation and irrigation meters. He said the Warren Rural Water buyout does not give the City water capacity but adds customers.

Greteman said before the City starts buying more customers, we should be talking about capacity. Samuelson said it is important to aggressively pursue capacity any time it comes available. Oliver said it is important to note that the committee placed the highest priority by far on the water issues than other issues.

Standridge reported the committee's other top recommendation is to replace water mains on the south side of the City in a more timely manner. Oliver noted that Council had a project in the FY 16 budget that would address the first water main project. Standridge said the water main replacement schedule had been 25 years, but that needs to be expedited. It may end up coming to a bond issue.

Hoskins said the City's mains in that area are badly undersized. They are two and four inch mains, versus eight inch mains.

Greteman asked if the mains are all under the streets and Hoskins said no.

Hoskins added that there is no fire service in the area because we cannot hook onto the hydrants. Phillips clarified that the City has fire service in that area but water would have to be hauled in.

Standridge said the committee also looked at Beardsley from Highway 28 to the 50<sup>th</sup> street bridge and that needs to be a three lane to enhance the safety around the school as well as the turning on Highway 28. Greteman asked if the City has the right-of-way and Standridge said he believes so.

Greteman asked about Beardsley East. Standridge said that they think it could need four lanes. It could require some acquisition. Greteman asked why they prioritized Beardsley West over Beardsley East and Standridge said because of the elementary school.

Greteman said he understands the issue at Lakewood school and thinks what Chief Staples did, helped a lot; but it is 30 minutes twice a day. He said that is a lot of money to add a third lane for an hour to an hour and a half a day when it is a hundred times better than it was before the recent changes were made. Greteman would like to see traffic counts - peak traffic counts.

Standridge said the committee looked at the future development of High Road to line up with G14 at the curve and the type of infrastructure that will be needed to span the gullies.



## **Public Safety**

Dean Ahnen thanked the committee members and distributed a Safety Committee summary.

He said the Fire priorities are:

- Another day person so that the Chief can focus on priorities;
- Finish the day room; and
- Minimum staffing of four people from 6 p.m. to 6 a.m. seven days per week.

Ahnen noted that the Fire priorities also encompassed EMS responsibilities. He thanked the Council for taking steps to staff people in house on the weekend. It is becoming increasingly difficult to recruit volunteers, so it is important to start planning to go to a full-time department. They also recommend continued cooperation with West Des Moines in the future. There is a proposal at the State level that would require smaller departments like Martensdale to be attached administratively to a larger department. This could lead to more expense and responsibility for Norwalk.

Greteman asked if the committee looked at our boundaries for fire/EMS service, specifically regarding the incident on Wright Road, just east of Cherry. Ahnen said that was not addressed by the committee. Greteman would like them to think about that.

Huston said that every entity has to provide fire service, but a fire department can be whatever they determine it to be, therefore some fire districts have dropped to a very low level of service. Ahnen noted there is no requirement to furnish EMS. Huston said the State is looking at making EMS an essential service and allow taxing for it.

Greteman said the reason he wanted to add staff to weekend nights is that if someone calls an ambulance, twenty to thirty minutes is an intolerable amount of time to wait. The expectations of our residents is that if you call a police officer or fire fighter or ambulance, that help will arrive within three, four or ten minutes tops.

Ahnen said it was interesting to learn that most of the time, a police officer is the first responder to an EMS call. Chief Staples noted during committee meetings that is a unique situation to him. Ahnen said there is only one officer on duty every night from four to six a.m. and during the night shift also if there is an absence. There is no coverage if the officer has to transport to Indianola. This is a serious safety concern for the community and the officer. Chief Staples recommends the immediate addition of another officer.

The committee recommends beginning to fill the Public Safety staffing needs. The City Council and City Manager must proactively plan for funding these needs; and if necessary, consider the use of the franchise fee that would include a sunset clause. Greteman said the franchise fee was beat soundly but there was nobody really selling the issue. Ahnen said he voted against it the last time because it included the school and there was no one selling it.

Ahnen said both chiefs need to continue to voice their concerns about the needs. He said CIAC is a good program that should continue and thinks it is time for this community to become proactive instead of reactive. Ahnen said the committee structure should probably involve more city personnel. He added that Elisabeth Miller had a great suggestion for the police to work with kindergartners regarding "stranger danger", etc. Staples said they had been looking for a way to incorporate work with the kindergartners and agreed Miller had a great suggestion.

Standridge thanked public safety because if it were not for them, his son would be dead. Ahnen added the day after one of our committee meetings, one of the members had an emergency with his son and public safety was there immediately.

### **Trail Discussion**

Wagoner presented the most recent bike trail map. One of the higher priorities is to connect to the Great Western Trail. Wagoner would like to see us get to a point where bicycles are an alternate method of transportation. As you design a great bike trail system, the real goal is to connect your neighborhoods as your city grows and get people to want to move around in something other than their vehicle. Also, as we move forward with addressing storm water through regional detention facilities, we see the opportunity to connect them with bike trails and have a system of greenways that are connected by bike trails.

Jackson asked if, as new developments come on line, are trail connections taken into account. Wagoner said yes. Also, quite frequently Cities will enter into an agreement where the City pays for the difference between making something a trail instead of a sidewalk.

Oliver noted that the comprehensive trail map was developed through a grant. Greteman said as a city, do we want a \$5 million bike trail master plan. Livingston said the money does not come from the same place. Trail systems are far more grant-funded than staffing for fire and police; this is a quality of life issue and we are growing to a point where people do not want to drive everywhere.

Greteman said he would be more comfortable with five year increments on the map. He does not want to adopt the plan and then have someone coming in asking why a certain segment is not constructed yet. Livingston said they have the ability to alter it.

Standridge said that going back many years it was their desire to have a bike trail north of Beardsley, also going out North Avenue from 17th east to Hunter. The idea was to connect it to the Great American Trail. Also, it was a major cost to put the trail in front of the nursing home. Greteman asked why it was not north of Beardsley and Standridge said the Department Of Transportation (DOT) would not let them at that time.

Phillips said this is a 20-30 year timeframe to get this constructed. Greteman does not think showing a bike path going north on Beardsley makes any sense because the DOT keeps telling us no. Jackson asked staff to look into the bike path going north from Beardsley before this comes to Council.

### **Mission, Vision and Values**

Phillips said last March he sent a message to council and staff to talk about our values. Most good organizations have a mission and vision statement and those are based on the values. He took the information and put together some statements that he sent to department heads and worked on developing with them.

Phillips distributed draft Mission and Vision statements. Jackson said he thought Vision should be more about what we are aspiring to be. What really is our vision? What sets us apart from other cities?

Greteman said there are ways to state it with more vision. To him, Norwalk is the America I grew up believing in. That is what he wants it to be - a family-friendly, thriving community that cares. It is here in the statements. It just has to be dressed up a bit. Greteman suggested giving council a month to look at it and then put it on agenda for council discussion.

### **Fire Department Staffing Discussion**

Oliver noted that during the first budget review session, the issue of additional EMS staff was addressed. Council Member Greteman brought up the idea of having additional night time staffing on the weekends and was very clear about not entertaining a proposal to finish the day room at a cost of \$150,000; and suggested using Murphy beds during a transitional period. The council then added money to the budget for the additional staffing.

Oliver said Chief Huston developed a staffing proposal. Huston said the proposal would be to have a paramedic and EMT-B on duty and a duty officer responding from home. They would work 12-hour shifts, from 6 p.m. to 6 a.m. Friday, Saturday and Sunday nights.

This model pays the employees six hours at their regular rate and six hours at minimum wage, unless the night crew is up for more than two hours, then they are paid their regular rate for the entire shift. Crew members could not go to the bunks until 9:30. These would be shifts that current members of the Fire Department could sign up to work. The cost would be approximately \$47,268 annually in general fund wages. Council had included \$51,538 in the budget to accomplish the additional coverage. Huston noted that to include this coverage, we had to have two separate sleeping spaces.

Huston continued and said if the City were to hire new people to fill those shifts; and have a 36-hour employee (who would be up all of the time.) A 36-hour employee would be considered full-time and we would be required to pay additional benefits. The cost for that model would be \$117,950.

Greteman asked if we could bring two people in at 6 p.m. and pay them for 4 up hours and then the rest would be down hours unless they were called out. Huston said the way he had structured it was easy administratively because these hours would all have to be calculated manually.

Huston said to accomplish the shift coverage by allowing our current people to sign up for the shifts, it would be preferable to finish the day room. He was sensitive to the need to do that without costing a great deal of money and has received many offers of help. For example, Hilsabeck Schacht Inc. has volunteered to do framing, blocking, drywall and insulation and acoustical ceilings for a significantly discounted rate. Also, Midwest Sprinkler would do sprinkler heads less expensively and Baker Mechanical offered to do the HVAC at no charge. Commonwealth Electric would do the electrical labor for no charge. Fire Department members had skills with wiring outlets, switches, laying carpet, doing paint and trim and plumbing and bathroom and kitchen work. Also, FEH who is working on the Library roof, has several buildings they are demolishing. They have offered us to pick up materials that we would want. The department could get fire-rated doors, light fixtures, etc. for nominal cost to the City. This estimate to finish the day room would not exceed \$41,286.

Greteman said coverage is being accomplished with existing staff. To do plan A, we have to spend the \$41,286. Huston said not necessarily. We could take an office up front and take an office from the Police Department and put a Murphy bed in that room.

Livingston asked who is in the office up front overnight and Huston said no one. She asked who was in the Police Department office and Staples said no one.

Greteman said he would like some insight. It does not seem to him that \$41,000 sounds like very much money to finish up the upstairs. What kind of value does that represent? If we finish the day room today by bidding it out, how much does that save us? If we agree to spend \$41,000 right now, it sounds like we would save \$100,000 over what we spend a few years from now. Huston said yes.

Greteman asked who is reviewing it to make sure that we are not violating state and federal codes. He does not want to spend \$41,000 and have people tell him later that we have to spend more money because we did not observe some code that meant it had to be built differently. Huston said that he has shown the plans to an architect and to our building inspector. The City is the entity responsible for residential and building code inspections.

Greteman said he wants to set aside the mechanical aspect and he is thinking more as a functional space for fire people and EMS people. Are we using up the entire space for just two bedrooms? Huston said they have it planned to build five bedrooms with the ability to build a sixth bedroom. Huston said that visiting other stations, knowing the code and what they have done, and working with multiple people's input to review they came up with the layout. Greteman would like to see the plan. His sense is that this is the way we should go. Huston agreed to email it to him.

Livingston said there are some other, more dire, needs. We are making the Library take out a loan for the roof. That is a dire need. Greteman responded that the City is facing finishing the day room because it will need that staffing; so, if there is opportunity to save this amount of money, the City should do it. He wants to look at the plan more in depth before making a decision.

Phillips asked if there is consensus to put these shifts on line. Livingston asked if the City budgets for full-time employees where they would go. Huston answered they would not sleep.

Huston noted that as responders are at the station more, during those down hours, staff will start doing more of the building maintenance and building chores; so as Norwalk grows, the City will realize some cost savings in those areas. He further stated that it is important to provide a transition to the Fire Department's current members. These shifts give them value because they can do more around the fire station.

Greteman said ultimately, the important factor is to decrease medical response times.

There was consensus to put the plan on the Council agenda for consideration.

15-068 Livingston moved, Greteman seconded to **adjourn** at 7:44 p.m. Voice vote carried unanimously.

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Tom Phillips, Mayor

Attest:

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Marketa George Oliver, City Manger



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 6  
For Meeting of 5.07.2015

**ITEM TITLE:** Consent Agenda

**CONTACT PERSON:** Marketa George Oliver, City Manager

**Expenditures**

This item is on the Agenda for the approval of payment per the attached claims list.

**Tax abatement(s)**

The following tax abatement applications were submitted for approval. According to Development Services, the paperwork is in order and I recommend approval for further processing.

Affordable Housing Foundation	1017 Norwood Court	New SFR	\$239,500
American Heritage Homes	1809 Wethersfield Drive	New SFR	\$395,000

**Liquor license(s)**

This item is on the Agenda for approval per the attached requests.

Kum & Go #28  
Kum & Go #240

**Proclamation(s)**

The attached proclamations are submitted to express appreciation for and recognition of the following dates.

National Association of Letter Carriers' annual food drive day	May 9, 2015
National Police Week	May 10 – 16, 2015
National Emergency Medical Services Week	May 17 – 23, 2015
National Public Works Week	May 17 – 23, 2015

**Ordinance reading(s)**

The attached are submitted for council approval to pass ordinances to the next reading.

Second, of three, readings of proposed ordinance Amending the Master Plan and Rules, Regulation, and Guidelines for the Echo Valley Community Planned Unit Development as Contained in Ordinance No. 03-08.

Third, and final, reading of the ordinance amending the code of ordinances of the city of Norwalk, Iowa, Chapters 169 and 177, updating and clarifying Rental Housing Code requirements and Fees.


Third, and final, reading of an ordinance amending the code of ordinances of the city of Norwalk, Iowa, Chapter 177, updating Fire and EMS Fees.

Third, and final, reading of an ordinance providing for a series of scheduled water rate and sewer rate adjustments, amending sections 92.02 (1), 99.02 (1), 92.02(3), 177.01(8), AND 177.01(11) of the Norwalk Municipal Code.

☒ Resolution ☒ Ordinance ☒ Contract ☒ Other (Specify) \_\_\_\_\_

Funding Source: \_\_\_\_\_ Budget \_\_\_\_\_

APPROVED FOR SUBMITTAL \_\_\_\_\_

  
Marketa Oliver, City Manager

**STAFF RECOMMENDATION:** Approve consent agenda on a roll call vote.



PACKET: 03240 COUNCIL 5/7/15  
 VENDOR SET: 01 CITY OF NORWALK  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
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01-003101	A+	LAWN AND LANDSCAPE				
I-769747		A+ LAWN AND LANDSCAPE	1,040.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		A+ LAWN AND LANDSCAPE		001 5-460-2-6350	OPERATIONAL EQUIPMENT RE	1,040.00
=== VENDOR TOTALS ===			1,040.00			
=====						
01-002136	ACME	TOOLS				
I-3307885		ACME TOOLS	81.85			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		ACME TOOLS		001 5-299-2-6504	MINOR EQUIPMENT	81.85
=== VENDOR TOTALS ===			81.85			
=====						
01-000560	AGRILAND	FS, INC				
I-104941		HERBICIDE	1,168.50			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		HERBICIDE		001 5-430-2-6413	PAYMENT FOR SERVICES	1,168.50
=== VENDOR TOTALS ===			1,168.50			
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01-001648	ANDY	MOGLE				
I-201505011585		WORK SESSION	150.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		WORK SESSION		001 5-620-1-6230	EDUCATION AND TRAINING	150.00
=== VENDOR TOTALS ===			150.00			
=====						
01-001904	BOBS	CUSTOM TROPHIES				
I-13041		BOBS CUSTOM TROPHIES	289.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SERVICE AWARDS		001 5-150-1-6181	ALLOWANCES - UNIFORMS	289.00
=== VENDOR TOTALS ===			289.00			
=====						
01-002800	BOUND	TREE MEDICAL				
I-170452B		BOUND TREE MEDICAL	393.98			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SUPPLIES		001 5-160-2-6530	MEDICAL SUPPLIES	393.98
I-81752388		BOUND TREE MEDICAL	132.38			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SUPPLIES		001 5-160-2-6530	MEDICAL SUPPLIES	132.38

PACKET: 03240 COUNCIL 5/7/15  
 VENDOR SET: 01 CITY OF NORWALK  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
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01-002800	BOUND TREE MEDICAL	( ** CONTINUED ** )					
I-81752389		BOUND TREE MEDICAL		360.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015			1099: N		
		SUPPLIES			001 5-160-2-6530	MEDICAL SUPPLIES	360.00
I-81753700		BOUND TREE MEDICAL		179.41			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015			1099: N		
		SUPPLIES			001 5-160-2-6530	MEDICAL SUPPLIES	179.41
I-81756224		BOUND TREE MEDICAL		59.64			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015			1099: N		
		SUPPLIES			001 5-160-2-6530	MEDICAL SUPPLIES	59.64
I-81759050		BOUND TREE MEDICAL		25.12			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015			1099: N		
		SUPPLIES			001 5-160-2-6530	MEDICAL SUPPLIES	25.12
		=== VENDOR TOTALS ===		1,150.53			
=====							
01-001436	BSN PASSONS GSC CONLIN SPORTS						
I-6220270		REC PROG SUPPLIES		1,684.60			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015			1099: N		
		REC PROG SUPPLIES			001 5-440-2-6507	OPERATING SUPPLIES	1,684.60
I-6229482		REC PROG SUPPLIES		617.48			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015			1099: N		
		REC PROG SUPPLIES			001 5-440-2-6507	OPERATING SUPPLIES	617.48
		=== VENDOR TOTALS ===		2,302.08			
=====							
01-005922	BUSINESS PUBLICATIONS CORPORAT						
I-36629		CATCH DSM AD		2,285.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015			1099: N		
		CATCH DSM AD			160 5-520-2-6413	PAYMENT FOR SERVICES	2,285.00
		=== VENDOR TOTALS ===		2,285.00			
=====							
01-002640	BUSSANMAS TOWING & RECOVERY						
I-NFD15594		BUSSANMAS TOWING & RECOVERY		350.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015			1099: N		
		BUSSANMAS TOWING & RECOVERY			001 5-150-2-6332	VEHICLE REPAIR	350.00
		=== VENDOR TOTALS ===		350.00			

PACKET: 03240 COUNCIL 5/7/15  
 VENDOR SET: 01 CITY OF NORWALK  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

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01-000147 CAPITAL SANITARY SUPPLIES						
I-176616	2	SUPPLIES	6.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SUPPLIES		001 5-650-2-6507	OPERATING SUPPLIES	6.00
=====						
I-183838		SUPPLIES	33.35			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SUPPLIES		001 5-150-2-6507	OPERATING SUPPLIES	33.35
=== VENDOR TOTALS ===			39.35			
=====						
01-000113 CARPENTER UNIFORM						
I-386090		UNIFORM ALLOWANCE	64.99			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		UNIFORM ALLOWANCE		001 5-110-1-6181	ALLOWANCES - UNIFORMS	64.99
=====						
I-386447		UNIFORMALLOWANCE	378.93			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		UNIFORMALLOWANCE		001 5-110-1-6181	ALLOWANCES - UNIFORMS	378.93
=====						
I-386465		UNIFORM ALLOWANCE	9.99			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		UNIFORM ALLOWANCE		001 5-110-1-6181	ALLOWANCES - UNIFORMS	9.99
=====						
I-387147		UNIFORM ALLOWANCE	829.90			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		UNIFORM ALLOWANCE		001 5-110-1-6181	ALLOWANCES - UNIFORMS	829.90
=====						
I-387268		UNIFORM ALLOWANCE	30.98			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		UNIFORM ALLOWANCE		001 5-110-1-6181	ALLOWANCES - UNIFORMS	30.98
=== VENDOR TOTALS ===			1,314.79			
=====						
01-003554 CHRISTENSEN, JESSE						
I-201504241575		CHRISTENSEN, JESSE	45.01			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		REIMBURSEMENT		001 5-150-1-6181	ALLOWANCES - UNIFORMS	45.01
=== VENDOR TOTALS ===			45.01			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-002209 CNH CAPITAL						
I-1777705		XMARK MOWERS	241.96			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		XMARK MOWERS		001 5-460-2-6350	OPERATIONAL EQUIPMENT RE	241.96
=== VENDOR TOTALS ===			241.96			
=====						
01-001162 CNM OUTDOOR EQUIPMENT						
I-105041		CNM OUTDOOR EQUIPMENT	68.11			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		VEHICLE SUPPLIES		001 5-150-2-6350	OPERATIONAL EQUIPMENT RE	68.11
I-105731		CNM OUTDOOR EQUIPMENT	69.50			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SUPPLIES		001 5-150-2-6331	VEHICLE OPERATIONS	69.50
=== VENDOR TOTALS ===			137.61			
=====						
01-005092 CONCENTRA MEDICAL CENTERS						
I-255275327		RANDOM TESTING	60.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		RANDOM TESTING		001 5-299-2-6490	CONSULTANT & PROFESSIONA	60.00
=== VENDOR TOTALS ===			60.00			
=====						
01-001490 CONSTRUCTION & AGGREGATE						
I-0269611-IN		SUPPLIES	83.08			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SUPPLIES		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	83.08
I-0269654-IN		HYDRANT PARTS	112.12			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		HYDRANT PARTS		600 5-810-2-6507	OPERATING SUPPLIES	112.12
I-0269668-IN		CONSTRUCTION & AGGREGATE	565.09			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		CONSTRUCTION & AGGREGATE		600 5-810-2-6507	OPERATING SUPPLIES	565.09
=== VENDOR TOTALS ===			760.29			

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-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
=====							
01-000500	CONTRACT SPECIALTY LC						
=====							
I-037622		SUPPLIES	3,345.60				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		SUPPLIES		001 5-440-2-6507	OPERATING SUPPLIES	3,345.60	
=====							
I-037666		SUPPLIES	540.00				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		SUPPLIES		001 5-440-2-6507	OPERATING SUPPLIES	540.00	
=== VENDOR TOTALS ===			3,885.60				
=====							
01-001566	DATAMAXX APPLIED TECHNOLO						
=====							
I-27585		SERVICE CONTRACT	1,123.60				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		SERVICE CONTRACT		001 5-110-2-6413	PAYMENT FOR SERVICES	1,123.60	
=== VENDOR TOTALS ===			1,123.60				
=====							
01-003558	DAVIS EQUIPMENT CORPORATION						
=====							
I-JI96957		PARTS	365.40				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		PARTS		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	365.40	
=== VENDOR TOTALS ===			365.40				
=====							
01-000818	DEPARTMENT OF INSPECTIONS AND						
=====							
I-LICENSE 8852		DEPARTMENT OF INSPECTIONS AND	67.50				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		LICENSE		001 5-499-2-6490	CONSULTANT & PROFESSIONA	67.50	
=== VENDOR TOTALS ===			67.50				
=====							
01-000158	DES MOINES WATER WORKS						
=====							
I-201504211571		LAB ANALYSIS	290.00				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		LAB ANALYSIS		600 5-811-2-6413	PAYMENT FOR SERVICES	290.00	
=== VENDOR TOTALS ===			290.00				

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-000090 DOWNEY TIRE						
I-30155		BOBCAT TRAILER	207.91			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		BOBCAT TRAILER		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	207.91
I-30626		JAC MOWER	112.93			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		JAC MOWER		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	112.93
=== VENDOR TOTALS ===			320.84			
=====						
01-000216 ELECTRICAL ENGINEERING & EQUIP						
I-4263044-00		ELECTRICAL ENGINEERING & EQUI	59.37			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		ELECTRICAL ENGINEERING & EQUIP		001 5-460-2-6350	OPERATIONAL EQUIPMENT RE	59.37
=== VENDOR TOTALS ===			59.37			
=====						
01-003054 EMS PROFESSIONALS INC						
I-07368		EMS PROFESSIONALS INC	687.50			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SUPPLIES		001 5-160-2-6530	MEDICAL SUPPLIES	687.50
I-07371		EMS PROFESSIONALS INC	720.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SUPPLIES		001 5-160-2-6530	MEDICAL SUPPLIES	720.00
=== VENDOR TOTALS ===			1,407.50			
=====						
01-000570 FAMILY MEDICINE NORWALK						
I-201504211565		PHYSICAL	171.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		PHYSICAL		112 5-150-1-6190	FIREFIGHTER PHYSICALS	171.00
=== VENDOR TOTALS ===			171.00			
=====						
01-003555 FELD FIRE						
I-0277655-IN		FELD FIRE	421.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		VEHICLE REPAIR		001 5-150-2-6332	VEHICLE REPAIR	421.00
=== VENDOR TOTALS ===			421.00			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-002804	FRANK DUNN CO					
I-201504301583		HIGH PERF PATCH	789.01			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		FRANK DUNN CO		110 5-210-2-6417	STREET MAINTENANCE SUPPL	789.01
		=== VENDOR TOTALS ===	789.01			
=====						
01-001730	GOPHER SPORT					
I-8945571		GOPHER SPORT	29.95			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		RIBBONS		001 5-440-2-6507	OPERATING SUPPLIES	29.95
		=== VENDOR TOTALS ===	29.95			
=====						
01-000349	HARVEY'S AUTOMOTIVE &					
I-5775-98075		HARVEY'S AUTOMOTIVE &	54.99			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		VEHICLE SUPPLIES		001 5-150-2-6350	OPERATIONAL EQUIPMENT RE	54.99
I-5775-98096		SWEeper	52.86			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SWEeper		110 5-270-2-6331	VEHICLE OPERATIONS	52.86
I-5775-98126		SWEeper	3.88			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SWEeper		110 5-270-2-6331	VEHICLE OPERATIONS	3.88
I-5775-98241		GENERATOR	7.62			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		GENERATOR		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	7.62
I-5775-98357		HARVEY'S AUTOMOTIVE &	0.92			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		VEHICLE PART		001 5-150-2-6332	VEHICLE REPAIR	0.92
I-5775-98512		SUPPLIES	8.78			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SUPPLIES		110 5-210-2-6331	VEHICLE OPERATIONS	8.78
I-5775-98618		REPAIR	14.32			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		REPAIR		001 5-460-2-6350	OPERATIONAL EQUIPMENT RE	14.32
I-5775-98741		REPAIR	9.67			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		REPAIR		001 5-460-2-6350	OPERATIONAL EQUIPMENT RE	9.67

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-000349 HARVEY'S AUTOMOTIVE & ( ** CONTINUED ** )						
=====						
I-5775-98830		CITY HALL REPAIR	4.10			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		CITY HALL REPAIR		001 5-650-2-6310	BUILDING MAINTENANCE/REP	4.10
=== VENDOR TOTALS ===			157.14			
=====						
01-003441 HD ON THE GO						
=====						
I-201504241573		HD ON THE GO	1,250.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		POOL PARTY		001 5-440-2-6507	OPERATING SUPPLIES	1,250.00
=== VENDOR TOTALS ===			1,250.00			
=====						
01-002867 HELMETS R US INC						
=====						
I-43584		HELMETS R US INC	326.60			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		BIKE RODEO		001 5-440-2-6507	OPERATING SUPPLIES	326.60
=== VENDOR TOTALS ===			326.60			
=====						
01-003559 HIREQUALITY SOLUTIONS						
=====						
I-6590		CITY HALL TEMP	296.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		CITY HALL TEMP		001 5-650-2-6413	PAYMENT FOR SERVICES	296.00
=== VENDOR TOTALS ===			296.00			
=====						
01-002464 HOTSYS CLEANING SYSTEMS						
=====						
I-0160412-IN		HOTSYS CLEANING SYSTEMS	279.58			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		HOTSYS CLEANING SYSTEMS		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	279.58
=== VENDOR TOTALS ===			279.58			
=====						
01-001918 IACP NET						
=====						
I-25351		ONLINE RESOURCES	275.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		ONLINE RESOURCES		001 5-110-2-6413	PAYMENT FOR SERVICES	275.00
=== VENDOR TOTALS ===			275.00			



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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-002710		ILLINOIS FIRE STORE				
I-34092		ILLINOIS FIRE STORE	981.59			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		FOL-DA TANK		001 5-150-3-6727	CAPITAL EQUIPMENT	981.59
I-34096		ILLINOIS FIRE STORE	1,251.18			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		EQUIPMENT		001 5-150-3-6727	CAPITAL EQUIPMENT	1,251.18
I-34123		ILLINOIS FIRE STORE	623.06			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		EQUIPMENT		001 5-150-3-6727	CAPITAL EQUIPMENT	623.06
=== VENDOR TOTALS ===			2,855.83			
=====						
01-000143		INDOFF INC				
I-2607962		SUPPLIES	251.19			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SUPPLIES		001 5-110-2-6506	OFFICE SUPPLIES	251.19
I-2616877		SUPPLIES	65.69			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SUPPLIES		001 5-650-2-6507	OPERATING SUPPLIES	17.93
		SUPPLIES		001 5-299-2-6506	OFFICE SUPPLIES	47.76
I-2621091		PD OFFICE SUPPLIES	60.55			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		PD OFFICE SUPPLIES		001 5-110-2-6506	OFFICE SUPPLIES	60.55
=== VENDOR TOTALS ===			377.43			
=====						
01-000737		INTERNATIONAL CODE COUNCIL				
I-INV0552571		INTERNATIONAL CODE COUNCIL	29.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		WEBINAR		001 5-170-1-6220	SUBSCRIPTIONS & EDUCATIO	29.00
=== VENDOR TOTALS ===			29.00			
=====						
01-002658		INTERNATIONAL ECONOMIC DEVELOP				
I-IEDC PA4		INTERNATIONAL ECONOMIC DEVELO	385.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		MEMBERSHIP RENEWAL		001 5-599-1-6210	ASSOCIATION DUES	385.00
=== VENDOR TOTALS ===			385.00			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-001505 IOWA ONE CALL							
I-169552		IOWA ONE CALL	358.90				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		IOWA ONE CALL		600 5-810-2-6413	PAYMENT FOR SERVICES		358.90
=== VENDOR TOTALS ===			358.90				
=====							
01-000412 IOWA PRISON INDUSTRIES							
I-934952		IOWA PRISON INDUSTRIES	17.75				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		IOWA PRISON INDUSTRIES		110 5-210-2-6417	STREET MAINTENANCE SUPPL		17.75
=== VENDOR TOTALS ===			17.75				
=====							
01-000638 IOWA STATE EXTENSION							
I-201504291578		BABYSITTING CLINIC	420.00				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		BABYSITTING CLINIC		001 5-440-2-6413	PAYMENT FOR SERVICES		420.00
=== VENDOR TOTALS ===			420.00				
=====							
01-002839 IOWA WINDOW SERVICE INC							
I-75899		BLDG MAINT	85.00				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		BLDG MAINT		001 5-650-2-6310	BUILDING MAINTENANCE/REP		85.00
=== VENDOR TOTALS ===			85.00				
=====							
01-003560 J & K CONTRACTING, LLC							
I-201505011586		NW AREA TRUNK SEWER NO. 4	128,314.12				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		NW AREA TRUNK SEWER NO. 4		615 5-819-3-6728	CAPITAL IMPROVEMENTS		128,314.12
=== VENDOR TOTALS ===			128,314.12				
=====							
01-003543 JJ KELLER AND ASSOCIATES							
I-9100607680		COMPLIANCE MANUAL	266.00				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		COMPLIANCE MANUAL		001 5-650-2-6506	OFFICE SUPPLIES		266.00
=== VENDOR TOTALS ===			266.00				

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POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-000329 KABEL BUSINESS SERVICES							
I-201500961		MARCH HRA		1,298.21			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		MARCH HRA		113 5-660-1-6152	SELF FUNDING REIMBURSEME	1,298.21	
=== VENDOR TOTALS ===				1,298.21			
=====							
01-000013 LANDS END BUSINESS OUTFITTERS							
I-2630183		CLOTHING ALLOW		35.95			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		CLOTHING ALLOW		001 5-599-1-6181	ALLOWANCE CLOTHING	35.95	
I-2709672		CLOTHING ALLOWANCE		119.95			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		CLOTHING ALLOWANCE		001 5-599-1-6181	ALLOWANCE CLOTHING	119.95	
=== VENDOR TOTALS ===				155.90			
=====							
01-000209 MANSON, DAVE							
I-201504301584		EYE GLASSES		200.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		EYE GLASSES		001 5-299-1-6182	ALLOWANCES	200.00	
=== VENDOR TOTALS ===				200.00			
=====							
01-001677 MCCLURE ENGINEERING CO							
I-201504301581		NCIS HOLLY DR		271,633.88			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		NCIS HOLLY DR		405 5-751-3-6730	CAPITAL IMPROVEMENT HOLL	271,633.88	
I-9580		NCIS FEES		8,800.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		NCIS FEES		405 5-751-3-6491	CONSULT & PROF FEES WAKO	8,800.00	
=== VENDOR TOTALS ===				280,433.88			
=====							
01-001252 MEDIACOM							
I-201504211567		TELECOM		149.90			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		TELECOM		001 5-650-2-6373	TELECOMMUNICATIONS EXPEN	149.90	
=== VENDOR TOTALS ===				149.90			

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=====						
01-000644 MENARDS						
I-89070		SUPPLIES	57.56			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SUPPLIES		110 5-210-2-6507	OPERATING SUPPLIES	57.56
=====						
I-89877		MENARDS	29.21			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		LAKEWOOD LIFT STATION		610 5-815-3-6728	CAPITAL IMPROVEMENTS	29.21
=====						
I-90590		MENARDS	79.96			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		MENARDS		110 5-210-2-6417	STREET MAINTENANCE SUPPL	79.96
=====						
I-90613		MENARDS	131.48			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		MENARDS		110 5-210-2-6417	STREET MAINTENANCE SUPPL	131.48
		=== VENDOR TOTALS ===	298.21			
=====						
01-003342 MERCY COLLEGE TRAINING CENTER						
I-15-1700-236	FE	MERCY COLLEGE TRAINING CENTER	10.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		EMS PROGRAM		001 5-160-1-6230	EDUCATION AND TRAINING	10.00
=====						
I-15-1700-237	FE	MERCY COLLEGE TRAINING CENTER	10.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		EMS PROGRAM		001 5-160-1-6230	EDUCATION AND TRAINING	10.00
=====						
I-15-1700-238	FE	MERCY COLLEGE TRAINING CENTER	10.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		EMS PROGRAM		001 5-160-1-6230	EDUCATION AND TRAINING	10.00
=====						
I-74153		MERCY COLLEGE TRAINING CENTER	100.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		BLS INSTRUCTOR CARDS		001 5-160-1-6230	EDUCATION AND TRAINING	100.00
		=== VENDOR TOTALS ===	130.00			
=====						
01-005343 METRO WASTE AUTHORITY						
I-50037693		TURF GOLD PREMIUM	181.12			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		TURF GOLD PREMIUM		001 5-290-2-6404	COLLECTION COSTS	181.12
		=== VENDOR TOTALS ===	181.12			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-003556 Michael Berger						
I-201504291577		sump pump reimbursement	394.01			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		sump pump reimbursement		740 5-865-3-6729	2008 Sump Pump Reimburse	394.01
=== VENDOR TOTALS ===			394.01			
=====						
01-002078 MIDWEST K-9 DETECTION & CONSUL						
I-201504211566		BOARDING	140.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		BOARDING		001 5-110-1-6607	DRUG DOG	140.00
=== VENDOR TOTALS ===			140.00			
=====						
01-000618 MUNICIPAL SUPPLY						
I-0587981-IN		MUNICIPAL SUPPLY	1,049.40			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		MUNICIPAL SUPPLY		600 5-810-2-6507	OPERATING SUPPLIES	1,049.40
=== VENDOR TOTALS ===			1,049.40			
=====						
01-000656 NORTH WARREN TOWN & COUNTY NEW						
I-04172015		MINUTES CLAIMS 4/2/15	153.45			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		MINUTES CLAIMS 4/2/15		001 5-650-2-6414	PRINTING & PUBLISHING EX	153.45
=== VENDOR TOTALS ===			153.45			
=====						
01-000664 NORWALK READY MIXED						
I-155991		NORWALK READY MIXED	239.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		NORWALK READY MIXED		110 5-210-2-6417	STREET MAINTENANCE SUPPL	239.00
I-156172		NORWALK READY MIXED	212.50			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		NORWALK READY MIXED		610 5-815-3-6728	CAPITAL IMPROVEMENTS	212.50
=== VENDOR TOTALS ===			451.50			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-001690 OVERHEAD DOOR COMPANY						
I-59268		REPAIR TO DOOR	496.25			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		REPAIR TO DOOR		001 5-110-2-6310	BUILDING MAINTENANCE/REP	496.25
=== VENDOR TOTALS ===			496.25			
=====						
01-001086 PARKER SIGNS & GRAPHICS INC						
I-PS-28652		PARKER SIGNS & GRAPHICS INC	3,033.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		BROWNIE PARK		001 5-430-3-6721	FURNITURE & FIXTURES	3,033.00
=== VENDOR TOTALS ===			3,033.00			
=====						
01-000744 PEPSI-COLA GEN. BOTTLERS						
I-85250708		PEPSI-COLA GEN. BOTTLERS	355.58			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		PUBLIC SAFETY		001 5-150-2-6507	OPERATING SUPPLIES	355.58
=== VENDOR TOTALS ===			355.58			
=====						
01-001764 PIONEER MANUFACTURING CO						
I-INV54956		PIONEER MANUFACTURING CO	560.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SUPPLIES		001 5-440-2-6507	OPERATING SUPPLIES	560.00
I-INV550550		PIONEER MANUFACTURING CO	635.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SUPPLIES		001 5-440-2-6507	OPERATING SUPPLIES	635.00
=== VENDOR TOTALS ===			1,195.00			
=====						
01-003488 POHLMEIER CONSTRUCTION						
I-201505011587		SE TRUNK SEWER PHASE 2	20,458.25			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SE TRUNK SEWER PHASE 2		613 5-815-3-6728	CAPITAL IMPROVEMENTS	20,458.25
=== VENDOR TOTALS ===			20,458.25			

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-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
=====							
01-003557 POWERPLAN							
I-8800247460		JD BACKHOE	98.14				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		JD BACKHOE		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	98.14	
=== VENDOR TOTALS ===			98.14				
=====							
01-002576 PURCHASE POWER							
I-201504211569		POSTAGE	1,073.17				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		POSTAGE		001 5-650-2-6508	POSTAGE AND SHIPPING	750.00	
		POSTAGE		610 5-816-2-6508	POSTAGE AND SHIPPING	323.17	
=== VENDOR TOTALS ===			1,073.17				
=====							
01-000004 REASONER'S GARAGE INC.							
I-6059		KUHN MOWER	340.52				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		KUHN MOWER		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	340.52	
=== VENDOR TOTALS ===			340.52				
=====							
01-003236 REGISTER MEDIA							
I-8558528		NOTICE OF PUBLIC HEARING	25.37				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		NOTICE OF PUBLIC HEARING		001 5-650-2-6414	PRINTING & PUBLISHING EX	25.37	
I-8558870		NOTICE OF PUBLIC HEARING	18.24				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		NOTICE OF PUBLIC HEARING		001 5-599-2-6402	ADVERTISING & LEGAL PUBL	18.24	
=== VENDOR TOTALS ===			43.61				
=====							
01-001085 SENECA COMPANIES							
I-1036539		SENECA COMPANIES	93.80				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		SENECA COMPANIES		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	93.80	
=== VENDOR TOTALS ===			93.80				

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-002922 SHIVE HATTERY INC						
I-4151210-1		CEDAR STREET	6,773.25			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		CEDAR STREET		360 5-750-3-6728	CAPITAL IMPROVEMENTS	6,773.25
=== VENDOR TOTALS ===			6,773.25			
=====						
01-001676 SHRED IT						
I-9405480621		SHRED IT	46.95			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SHRED IT		001 5-110-2-6413	PAYMENT FOR SERVICES	46.95
=== VENDOR TOTALS ===			46.95			
=====						
01-002175 SHULL & CO., P.C.						
I-148424		AUDIT 6/30/14	8,200.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		AUDIT 6/30/14		001 5-650-2-6401	ACCOUNTING & AUDITING	8,200.00
=== VENDOR TOTALS ===			8,200.00			
=====						
01-000642 SIRCHIE						
I-204164		SUPPLIES	167.95			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SUPPLIES		001 5-110-2-6507	OPERATING SUPPLIES	167.95
=== VENDOR TOTALS ===			167.95			
=====						
01-001626 SMITHS SEWER SERVICE						
I-303454		CITY HALL REPAIR	320.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		CITY HALL REPAIR		001 5-650-2-6310	BUILDING MAINTENANCE/REP	320.00
=== VENDOR TOTALS ===			320.00			
=====						
01-005318 SPRAYER SPECIALTIES INC						
I-0925141-IN		SUPPLIES	949.61			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		SUPPLIES		110 5-210-2-6504	MINOR EQUIPMENT	949.61
=== VENDOR TOTALS ===			949.61			



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-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
=====							
01-001658 SPRINGER PEST SOLUTIONS							
I-424932		PEST CONTROL	68.00				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		PEST CONTROL		001 5-110-2-6413	PAYMENT FOR SERVICES		68.00
=== VENDOR TOTALS ===			68.00				
=====							
01-003550 TEAL CREEK HOMES							
I-201504211572		REFUND FOR METER	250.00				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		REFUND FOR METER		605 5-811-2-6420	REFUNDS		250.00
I-201504291580		HYDRANT METER DEPOSIT	950.00				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		HYDRANT METER DEPOSIT		605 5-811-2-6420	REFUNDS		950.00
=== VENDOR TOTALS ===			1,200.00				
=====							
01-000956 TERMINIX INTERNATIONAL							
I-201504211568		SERVICE AGREEMENT	398.00				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		SERVICE AGREEMENT		001 5-650-2-6310	BUILDING MAINTENANCE/REP		398.00
=== VENDOR TOTALS ===			398.00				
=====							
01-002705 THE DES MOINES REGISTER							
I-201504211570		05/01/15-05/31/15 SUBSCR	31.00				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		05/01/15-05/31/15 SUBSCR		001 5-650-1-6220	SUBSCRIPTIONS & EDUCATIO		31.00
=== VENDOR TOTALS ===			31.00				
=====							
01-001869 THE GRAPHIC EDGE							
I-505354		BIKE SAFETY TEES	232.14				
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N			
		BIKE SAFETY TEES		001 5-440-2-6507	OPERATING SUPPLIES		232.14
=== VENDOR TOTALS ===			232.14				

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-002970		THE SHREDDER				
I-201504301582		CLEAN UP EVENT	500.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		CLEAN UP EVENT		001 5-290-2-6404	COLLECTION COSTS	500.00
=== VENDOR TOTALS ===			500.00			
=====						
01-002787		TIRE RESOURCES				
I-1-9102		MOWERS	53.93			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		MOWERS		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	53.93
=== VENDOR TOTALS ===			53.93			
=====						
01-005630		TRUCK EQUIPMENT INC				
I-65267		LIFT TRUCK BOOM	1,468.64			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		LIFT TRUCK BOOM		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	1,468.64
=== VENDOR TOTALS ===			1,468.64			
=====						
01-001999		USA BLUE BOOK				
I-611819		USA BLUE BOOK	170.12			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		USA BLUE BOOK		600 5-810-2-6507	OPERATING SUPPLIES	170.12
I-612950		USA BLUE BOOK	118.47			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		USA BLUE BOOK		600 5-810-2-6507	OPERATING SUPPLIES	118.47
=== VENDOR TOTALS ===			288.59			
=====						
01-001052		VEENSTRA & KIMM INC.				
I-14267-013-3		VEENSTRA & KIMM INC.	56.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		LEGACY PLAT 18		001 5-599-2-6490	CONSULTANT & PROFESSIONA	56.00
I-14267-016 1		ROLLING GREEN	412.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		ROLLING GREEN		001 5-599-2-6490	CONSULTANT & PROFESSIONA	412.00
I-14267-016-2		VEENSTRA & KIMM INC.	384.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		ROLLING GREEN		001 5-599-2-6490	CONSULTANT & PROFESSIONA	384.00
=== VENDOR TOTALS ===			852.00			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-002167	VERIZON WIRELESS					
I-9743372031		TELECOM	1,447.42			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		TELECOM		110 5-210-2-6373	TELECOMMUNICATIONS EXPEN	82.17
		TELECOM		600 5-811-2-6373	TELECOMMUNICATIONS EXPEN	100.62
		TELECOM		610 5-816-2-6373	TELECOMMUNICATIONS EXPEN	122.14
		TELECOM		001 5-650-2-6373	TELECOMMUNICATIONS EXPEN	103.38
		TELECOM		001 5-440-2-6373	TELECOMMUNICATIONS EXPEN	245.05
		TELECOM		001 5-599-2-6373	TELECOMMUNICATIONS EXPEN	51.69
		TELECOM		001 5-110-2-6373	TELECOMMUNICATIONS EXPEN	742.37
=== VENDOR TOTALS ===			1,447.42			
=====						
01-000028	VETTER EQUIPMENT CO.					
I-i778399		XMARK MOWER	79.42			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		XMARK MOWER		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	79.42
=== VENDOR TOTALS ===			79.42			
=====						
01-003536	W REEVES AND ASSOCIATES					
I-2021		W REEVES AND ASSOCIATES	1,450.00			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		FD TAHOE		810 5-899-3-6727	CAPITAL EQUIPMENT	1,450.00
=== VENDOR TOTALS ===			1,450.00			
=====						
01-003545	WADE WAGONER					
I-201504271576		WADE WAGONER	2,922.32			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		PLANNING CONFERENCE		001 5-599-1-6240	MEETING & CONFERENCES	2,922.32
=== VENDOR TOTALS ===			2,922.32			
=====						
01-001153	ZIEGLER INC.					
I-PC501059411		ZIEGLER INC.	4.23			
5/07/2015	AP	DUE: 5/07/2015 DISC: 5/07/2015		1099: N		
		VEHICLE PART		001 5-150-2-6332	VEHICLE REPAIR	4.23
=== VENDOR TOTALS ===			4.23			
=== PACKET TOTALS ===			495,716.44			

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## \*\* T O T A L S \*\*

INVOICE TOTALS 495,716.44  
 DEBIT MEMO TOTALS 0.00  
 CREDIT MEMO TOTALS 0.00

BATCH TOTALS 495,716.44

## \*\* G/L ACCOUNT TOTALS \*\*

					=====LINE ITEM=====		=====GROUP BUDGET=====	
BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2014-2015	001-2020		ACCOUNTS PAYABLE	43,883.95-*				
	001-5-110-1-6181		ALLOWANCES - UNIFORMS	1,314.79	10,950	2,315.35		
	001-5-110-1-6607		DRUG DOG	140.00	1,500	83.12-	Y	
	001-5-110-2-6310		BUILDING MAINTENANCE/REP	496.25	25,000	2,241.04		
	001-5-110-2-6373		TELECOMMUNICATIONS EXPEN	742.37	28,000	11,870.32		
	001-5-110-2-6413		PAYMENT FOR SERVICES	1,513.55	15,000	7,687.06		
	001-5-110-2-6506		OFFICE SUPPLIES	311.74	4,500	1,264.48		
	001-5-110-2-6507		OPERATING SUPPLIES	167.95	17,000	10,744.32		
	001-5-150-1-6181		ALLOWANCES - UNIFORMS	334.01	5,500	49.42-	Y	
	001-5-150-2-6331		VEHICLE OPERATIONS	69.50	7,000	6,787.93-	Y	
	001-5-150-2-6332		VEHICLE REPAIR	776.15	10,000	2,985.54-	Y	
	001-5-150-2-6350		OPERATIONAL EQUIPMENT RE	123.10	8,000	832.06		
	001-5-150-2-6507		OPERATING SUPPLIES	388.93	4,250	1,723.80-	Y	
	001-5-150-3-6727		CAPITAL EQUIPMENT	2,855.83	5,000	19,372.93-	Y	
	001-5-160-1-6230		EDUCATION AND TRAINING	130.00	5,000	2,780.81		
	001-5-160-2-6530		MEDICAL SUPPLIES	2,558.03	27,000	320.19-	Y	
	001-5-170-1-6220		SUBSCRIPTIONS & EDUCATIO	29.00	300	36.25		
	001-5-290-2-6404		COLLECTION COSTS	681.12	419,000	51,664.27		
	001-5-299-1-6182		ALLOWANCES	200.00	300	100.00		
	001-5-299-2-6490		CONSULTANT & PROFESSIONA	60.00	600	540.00		
	001-5-299-2-6504		MINOR EQUIPMENT	81.85	500	839.10-	Y	
	001-5-299-2-6506		OFFICE SUPPLIES	47.76	500	346.02		
	001-5-430-2-6413		PAYMENT FOR SERVICES	1,168.50	4,000	618.50-	Y	
	001-5-430-3-6721		FURNITURE & FIXTURES	3,033.00	3,000	33.00-	Y	
	001-5-440-2-6373		TELECOMMUNICATIONS EXPEN	245.05	3,500	1,636.97		
	001-5-440-2-6413		PAYMENT FOR SERVICES	420.00	40,000	13,257.91		
	001-5-440-2-6507		OPERATING SUPPLIES	9,221.37	30,000	2,473.95		
	001-5-460-2-6350		OPERATIONAL EQUIPMENT RE	1,365.32	5,000	3,503.43-	Y	
	001-5-499-2-6490		CONSULTANT & PROFESSIONA	67.50	0	67.50-	Y	
	001-5-599-1-6181		ALLOWANCE CLOTHING	155.90	400	57.18-	Y	
	001-5-599-1-6210		ASSOCIATION DUES	385.00	1,500	620.00		

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## \*\* G/L ACCOUNT TOTALS \*\*

BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
		001-5-599-1-6240	MEETING & CONFERENCES	2,922.32	3,000	2,079.73- Y		
		001-5-599-2-6373	TELECOMMUNICATIONS EXPEN	51.69	1,350	782.09		
		001-5-599-2-6402	ADVERTISING & LEGAL PUBL	18.24	1,000	788.76		
		001-5-599-2-6490	CONSULTANT & PROFESSIONA	852.00	59,000	6,375.83		
		001-5-620-1-6230	EDUCATION AND TRAINING	150.00	1,000	1,685.00- Y		
		001-5-650-1-6220	SUBSCRIPTIONS & EDUCATIO	31.00	575	103.01- Y		
		001-5-650-2-6310	BUILDING MAINTENANCE/REP	807.10	5,000	2,272.35- Y		
		001-5-650-2-6373	TELECOMMUNICATIONS EXPEN	253.28	12,000	12,546.04- Y		
		001-5-650-2-6401	ACCOUNTING & AUDITING	8,200.00	11,000	2,175.00		
		001-5-650-2-6413	PAYMENT FOR SERVICES	296.00	4,500	1,278.18		
		001-5-650-2-6414	PRINTING & PUBLISHING EX	178.82	7,000	5,940.73		
		001-5-650-2-6506	OFFICE SUPPLIES	266.00	4,500	890.26		
		001-5-650-2-6507	OPERATING SUPPLIES	23.93	3,000	1,558.35		
		001-5-650-2-6508	POSTAGE AND SHIPPING	750.00	4,500	963.59		
		110-2020	ACCOUNTS PAYABLE	5,603.03-*				
		110-5-210-2-6331	VEHICLE OPERATIONS	8.78	35,000	10,448.13		
		110-5-210-2-6350	OPERATIONAL EQUIPMENT RE	3,190.97	11,900	1,267.89- Y		
		110-5-210-2-6373	TELECOMMUNICATIONS EXPEN	82.17	2,500	1,380.76		
		110-5-210-2-6417	STREET MAINTENANCE SUPPL	1,257.20	75,000	3,324.55		
		110-5-210-2-6504	MINOR EQUIPMENT	949.61	4,000	2,222.11		
		110-5-210-2-6507	OPERATING SUPPLIES	57.56	15,000	2,670.79		
		110-5-270-2-6331	VEHICLE OPERATIONS	56.74	1,200	928.60		
		112-2020	ACCOUNTS PAYABLE	171.00-*				
		112-5-150-1-6190	FIREFIGHTER PHYSICALS	171.00	4,000	301.00		
		113-2020	ACCOUNTS PAYABLE	1,298.21-*				
		113-5-660-1-6152	SELF FUNDING REIMBURSEME	1,298.21	78,000	50,414.50		
		160-2020	ACCOUNTS PAYABLE	2,285.00-*				
		160-5-520-2-6413	PAYMENT FOR SERVICES	2,285.00	42,100	13,863.76- Y		
		360-2020	ACCTS PAYABLE	6,773.25-*				
		360-5-750-3-6728	CAPITAL IMPROVEMENTS	6,773.25	0	6,773.25- Y		
		405-2020	ACCOUNTS PAYABLE	280,433.88-*				
		405-5-751-3-6491	CONSULT & PROF FEES WAKO	8,800.00	179,507	163,207.00		
		405-5-751-3-6730	CAPITAL IMPROVEMENT HOLL	271,633.88	798,784	522,544.12		
		600-2020	ACCOUNTS PAYABLE	2,764.72-*				
		600-5-810-2-6413	PAYMENT FOR SERVICES	358.90	20,078	7,092.79		
		600-5-810-2-6507	OPERATING SUPPLIES	2,015.20	55,000	19,140.35		
		600-5-811-2-6373	TELECOMMUNICATIONS EXPEN	100.62	3,000	532.18		
		600-5-811-2-6413	PAYMENT FOR SERVICES	290.00	400,000	78,885.05		
		605-2020	ACCOUNTS PAYABLE	1,200.00-*				
		605-5-811-2-6420	REFUNDS	1,200.00	12,000	146.76		
		610-2020	ACCOUNTS PAYABLE	687.02-*				
		610-5-815-3-6728	CAPITAL IMPROVEMENTS	241.71	19,656	2,971.97		
		610-5-816-2-6373	TELECOMMUNICATIONS EXPEN	122.14	7,500	3,951.02		
		610-5-816-2-6508	POSTAGE AND SHIPPING	323.17	7,000	1,078.51		
		613-2020	ACCOUNTS PAYABLE	20,458.25-*				

PACKET: 03240 COUNCIL 5/7/15  
 VENDOR SET: 01 CITY OF NORWALK  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

## \*\* G/L ACCOUNT TOTALS \*\*

BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
		613-5-815-3-6728	CAPITAL IMPROVEMENTS	20,458.25	425,000	79,622.86		
		615-2020	ACCOUNTS PAYABLE	128,314.12-*				
		615-5-819-3-6728	CAPITAL IMPROVEMENTS	128,314.12	0	135,914.12- Y		
		740-2020	ACCOUNTS PAYABLE	394.01-*				
		740-5-865-3-6729	2008 Sump Pump Reimburse	394.01	30,000	26,252.97		
		810-2020	ACCOUNTS PAYABLE	1,450.00-*				
		810-5-899-3-6727	CAPITAL EQUIPMENT	1,450.00	265,775	94,177.02		
		999-1300	DUE FROM 001-GENERAL FUN	43,883.95 *				
		999-1303	DUE FROM 110-ROAD USE TA	5,603.03 *				
		999-1304	DUE FROM 112-SPECIAL REV	171.00 *				
		999-1307	DUE FROM 160-ECONOMIC DE	2,285.00 *				
		999-1317	DUE FROM 600-WATER FUND	2,764.72 *				
		999-1320	DUE FROM 613-SEWER IMPRO	20,458.25 *				
		999-1322	DUE FROM 615-CIP-SEWER P	128,314.12 *				
		999-1324	DUE FROM 740-STORM WATER	394.01 *				
		999-1325	DUE FROM 810-EQUIP REVOL	1,450.00 *				
		999-1330	DUE FROM 605-T&A WATER D	1,200.00 *				
		999-1331	DUE FROM 610-SEWER FUND	687.02 *				
		999-1341	DUE FROM -- 405 CIP Lake	280,433.88 *				
		999-1343	DUE FROM 113 T A SELF FU	1,298.21 *				
		999-1360	DUE FROM 360 COMM INFRAS	6,773.25 *				
			** 2014-2015 YEAR TOTALS	495,716.44				

PACKET: 03240 COUNCIL 5/7/15  
VENDOR SET: 01 CITY OF NORWALK  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

## \*\* POSTING PERIOD RECAP \*\*

FUND	PERIOD	AMOUNT
001	5/2015	43,883.95
110	5/2015	5,603.03
112	5/2015	171.00
113	5/2015	1,298.21
160	5/2015	2,285.00
360	5/2015	6,773.25
405	5/2015	280,433.88
600	5/2015	2,764.72
605	5/2015	1,200.00
610	5/2015	687.02
613	5/2015	20,458.25
615	5/2015	128,314.12
740	5/2015	394.01
810	5/2015	1,450.00

NO ERRORS

NO WARNINGS

\*\* END OF REPORT \*\*

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

## Liquor license summary for May 21 council meeting

Business Name:	Kum & go Store 28
Address:	2991 Sunset Drive, Norwalk Iowa
License Number:	
Type of License:	Sales
Type of Request:	Renewal
Dates:	07/01/2015 - 06/30/2016
Sketch on file	x
Lease, Final Sales Contract or Warranty deed on file	x
Premises Address correct	x
Notarized Statement	x
Premise zoned correctly	x
Dram Shop: provided by applicants insurance company.	x
Police background check run:	
City Clerks office:	x

Business Name:	Kum & go Store 240
Address:	530 North Avenue
License Number:	
Type of License:	Sales
Type of Request:	Renewal
Dates:	07/01/2015 - 06/30/2016
Sketch on file	x
Lease, Final Sales Contract or Warranty deed on file	x
Premises Address correct	x
Notarized Statement	x
Premise zoned correctly	x
Dram Shop: provided by applicants insurance company.	x
Police background check run:	
City Clerks office:	x

cc: Chief Staples

cc: Jamie Loffredo

City Clerks office requires

Lease agreement/contract

Sketch/drawing of premises

Notarized Statement

Dram Shop: provided by applicants insurance company.

Zoning: Development office



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# PROCLAMATION

## **Emergency Medical Services Week May 17 - May 23, 2015**

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the emergency medical services system consists of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, first responders, educators, administrators and others; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

THEREFORE, BE IT RESOLVED that We, the Norwalk City Council formally designates May 17-23, 2015, as EMS Week in the City of Norwalk, and publicly salute the service of emergency medical services workers in our community and in communities across the nation.

IN WITNESS WHEREOF, I have hereunto set my hand and caused Seal of the City to be affixed.

DONE at the City of Norwalk this 7th day of May, 2015.

\_\_\_\_\_  
Tom Phillips, Mayor

Attest: \_\_\_\_\_  
Jodi Eddleman, Deputy City Clerk



# PROCLAMATION

## Annual National Association of Letter Carriers' Food Drive Day May 9, 2015

**WHEREAS,** Every year on the second Saturday in May, letter carriers across the country collect non-perishable food as part of the nation's largest one-day food drive, distributing the donations to local food banks; and

**WHEREAS,** The Letter Carriers' Stamp Out Hunger Food Drive is just one example of how letter carriers work to make a difference in the lives of those they serve. Since the pilot drive was held in 1991, more than a billion pounds of food have been collected; and

**WHEREAS,** We would like to recognize all letter carriers for their hard work and their commitment to their communities. All of the food collected in our community stays in our community and we support carriers' efforts to help those in need in our community.

**NOW, THEREFORE,** We, the City Council of the City of Norwalk, by the authority vested in us, do hereby proclaim Saturday, May 9, 2015 as "LETTER CARRIERS' FOOD DRIVE DAY" in the City of Norwalk and County of Warren, and encourage the citizens of our community to support the food drive by placing non-perishable food items in or near your mailbox on food drive day. Your letter carrier will pick it up while delivering the mail—and together, we can all help to feed our hungry .

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused to be affixed the Official Seal of our City this 7th day of May, 2015.

\_\_\_\_\_  
Tom Phillips, Mayor

Attest: \_\_\_\_\_  
Jodi Eddleman, Deputy City Clerk



# PROCLAMATION

## **National Police Week May 10 - 16, 2015**

To recognize National Police Week 2015 and to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy.

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Norwalk Police Department;

WHEREAS, nearly 60,000 assaults against law enforcement officers are reported each year, resulting in approximately 16,000 injuries;

WHEREAS, since the first recorded death in 1791, almost 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty;

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.;

WHEREAS, new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 117 officers killed in 2014 and 156 officers killed in previous years;

WHEREAS, the Candlelight Vigil is part of National Police Week, which takes place this year on May 13th;

THEREFORE, BE IT RESOLVED that We, the Norwalk City Council formally designates May 10-16, 2015, as Police Week in the City of Norwalk, and publicly salute the service of law enforcement officers in our community and in communities across the nation.

IN WITNESS WHEREOF, I have hereunto set my hand and caused Seal of the City to be affixed.

DONE at the City of Norwalk this 7th day of May, 2015.

\_\_\_\_\_  
Tom Phillips, Mayor

Attest: \_\_\_\_\_  
Jodi Eddleman, Deputy City Clerk



# PROCLAMATION

## **National Public Works Week May 17 - May 23, 2015**

WHEREAS, public works services provided in our community are an integral part of our citizens' everyday lives; and

WHEREAS, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as water, sewers, streets and highways, public buildings, solid waste collection, parks and storm water maintenance; and

WHEREAS, the health, safety, and comfort of this community greatly depends on these facilities and services; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design, and construction, is vitally dependent upon the efforts and skill of public works officials; and

WHEREAS, the efficiency of the qualified and dedicated personnel, who staff public works departments, is materially influenced by the people's attitude and understanding of the importance of the work they perform.

NOW, THEREFORE, BE IT RESOLVED that We, the Norwalk City Council formally designate May 17-23, 2015, as Public Works Week in the City of Norwalk, and publicly salute the service of public works employees in our community and in communities across the nation.

IN WITNESS WHEREOF, I have hereunto set my hand and caused Seal of the City to be affixed.

DONE at the City of Norwalk this 7th day of May, 2015.

Mayor \_\_\_\_\_  
Tom Phillips, Mayor

Attest: \_\_\_\_\_  
Jodi Eddleman, Deputy City Clerk



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 6e  
For Meeting of 5.07.2015

**ITEM TITLE:** Second (of three) reading(s) of an ordinance amending the Echo Valley Community Planned Unit Development as Contained in Ordinance No. 03-08

**CONTACT PERSON:** Luke Parris, City Planner

**SUMMARY EXPLANATION**

Staff has received a request for a zoning amendment to change Parcel C's guidelines for a "Detached" Cluster Home Development. Amendment request would allow for the development of a "village" style single family development on Parcel C.

The current PUD allows for a "Detached" Cluster Home Development of single family homes. However, the development of the "village" concept presented to staff is limited by the physical characteristics of the site. To develop the site into the "village" concept, the following changes are needed to the Echo Valley Community PUD.

The Echo Valley Community PUD currently reads:

PARCEL C. For "cluster home development project proposals" see exhibit "D"

Exhibit "D"

"Detached" Cluster Home Development Guidelines

- a. Minimum setback from all boundaries of the site shall be at least 30 feet. No structures including decks, patios, or other ground structures shall project into this area. Exceptions to this provision would be any association owned entry feature including signage and landscaping.
- b. Minimum distance between buildings shall be at least 10 feet (roof overhangs, fireplaces, etc. may encroach up to 2 feet).
- c. The maximum density for these parcels will be 6 du/acre.
- d. The owner of the cluster-home will also own the lot beneath the dwelling unit.
- e. The minimum lot area for the dwelling unit shall be 1,400 square feet and the minimum width 20 feet.
- f. The parking per unit shall be at least 2 in the garage and 2 in the driveway for a total of 4.
- g. Additional overflow parking will be required in small parking areas spread evenly throughout the site. The site shall provide at least 1 parking stall for every five dwelling units.
- h. The minimum driveway dimensions shall be 16 feet in width and 25 feet in length.
- i. The private streets serving the cluster-homes shall be at least 22 feet wide.
- j. Minimum amount of common open space for the complex shall be 30 percent.
- k. No buffer will be required for these parcels since they will be developed into individual detached units and extensive landscaping and berming techniques will be utilized to enhance the sites.
- l. All accessory structures or uses as permitted within Section 17.10.050.3 of the Norwalk Zoning Ordinance are permitted.

The proposed amendment would change the guidelines with the following text (red is additions and strike-through are deletions):

PARCEL C. For "cluster home development project proposals" see exhibit "D"

Exhibit "D"

"Detached" Cluster Home Development Guidelines

- a. Minimum setback from all boundaries of the site shall be at least 30 feet. No structures including decks, patios, or other ground structures shall project into this area. Exceptions to this provision would be any association owned entry feature including signage and landscaping.
- b. ~~Front setback shall be 25 feet. An exception will be made for certain lots to have a front setback of 20 feet when necessary to accommodate the public street and other public infrastructure.~~
- c. Minimum distance between buildings shall be at least 10 feet (roof overhangs, fireplaces, etc. may encroach up to 2 feet).
- d. The maximum density for these parcels will be 6 du/acre.
- e. The owner of the cluster-home will also own the lot beneath the dwelling unit.
- f. The minimum lot area for the dwelling unit shall be 1,400 square feet and the minimum width 20 feet.
- g. The parking per unit shall be at least 2 in the garage and 2 in the driveway for a total of 4.
- h. Additional overflow parking will be required ~~in small parking areas spread evenly~~ throughout the site ~~via on-street parking~~. The site shall provide at least 1 parking stall for every five dwelling units.
- i. The minimum driveway dimensions shall be 16 feet in width and 25 feet in length, ~~with the exception the lots with a front setback of 20 feet shall be allowed a driveway 20 feet in length.~~
- j. ~~The private streets serving the cluster homes shall be at least 22 feet wide.~~ ~~The parcel shall be served by a public street 26 feet in width with a 50 foot right-of-way. All other design standards for the public street shall meet the current version of SUDAS.~~
- k. ~~All other municipal utilities in the parcel shall be publicly owned.~~
- l. ~~Minimum amount of common open space for the complex shall be 30 percent.~~
- m. No buffer will be required for these parcels since they will be developed into individual detached units and extensive landscaping and berming techniques will be utilized to enhance the sites.
- n. All accessory structures or uses as permitted within Section 17.10.050.3 of the Norwalk Zoning Ordinance are permitted.

The public hearing was held on April 2, 2015.

Council passed the first reading at the April 16, 2015 regular meeting.

\_\_\_\_ Resolution   X   Ordinance \_\_\_\_ Contract \_\_\_\_ Other (Specify) \_\_\_\_\_

Funding Source:   NA  

APPROVED FOR SUBMITTAL \_\_\_\_\_



City Manager

**STAFF RECOMMENDATION:**

The Planning & Zoning Commission recommends approval.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING THE MASTER PLAN AND RULES, REGULATION, AND  
GUIDELINES FOR THE ECHO VALLEY COMMUNITY PLANNED UNIT DEVELOPMENT AS  
CONTAINED IN ORDINANCE NO. 03-08

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF NORWALK, IOWA:

**SECTION 1. PURPOSE.** The purpose of this ordinance is to amend the master plan and rules, regulation, and guidelines for Parcel C of the Echo Valley Community Planned Unit Development as contained in Ordinance No. 03-08.

**SECTION 2. AMENDMENT.** Exhibit "D" "Detached" Cluster Home Development Guidelines is hereby removed in its entirety and replaced with the following:

Exhibit "D"

"Detached" Cluster Home Development Guidelines

- a. Minimum setback from all boundaries of the site shall be at least 30 feet. No structures including decks, patios, or other ground structures shall project into this area. Exceptions to this provision would be any association owned entry feature including signage and landscaping.
- b. Front setback shall be 25 feet. An exception will be made for certain lots to have a front setback of 20 feet when necessary to accommodate the public street and other public infrastructure.
- c. Minimum distance between buildings shall be at least 10 feet (roof overhangs, fireplaces, etc. may encroach up to 2 feet).
- d. The maximum density for these parcels will be 6 du/acre.
- e. The owner of the cluster-home will also own the lot beneath the dwelling unit.
- f. The minimum lot area for the dwelling unit shall be 1,400 square feet and the minimum width 20 feet.
- g. The parking per unit shall be at least 2 in the garage and 2 in the driveway for a total of 4.
- h. Additional overflow parking will be required throughout the site via on-street parking. The site shall provide at least 1 parking stall for every five dwelling units.
- i. The minimum driveway dimensions shall be 16 feet in width and 25 feet in length, with the exception the lots with a front setback of 20 feet shall be allowed a driveway 20 feet in length.
- j. The parcel shall be served by a public street 26 feet in width with a 50 foot right-of-way. All other design standards for the public street shall meet the current version of SUDAS.
- k. All other municipal utilities in the parcel shall be publicly owned.
- l. No buffer will be required for these parcels since they will be developed into individual detached units and extensive landscaping and berming techniques will be utilized to enhance the sites.



m. All accessory structures or uses as permitted within Section 17.10.050.3 of the Norwalk Zoning Ordinance are permitted.

**SECTION 3. SEVERABILITY CLAUSE.** In any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

**SECTION 4. EFFECTIVE DATE.** This Ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

Passed and approved by the City Council of the City of Norwalk, Iowa on the \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Tom Phillips, Mayor

ATTEST:

\_\_\_\_\_  
Jodi Eddleman, Deputy City Clerk

PREPARED BY: Luke Parris, City Planner

First Reading: April 16, 2015

Second Reading: \_\_\_\_\_

Third Reading: \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Jodi Eddleman, Deputy City Clerk









**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 6f  
For Meeting of 5.07.2015

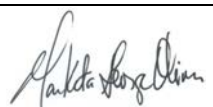
**ITEM TITLE:** Third, and final, reading of the ordinance amending the code of ordinances of the city of Norwalk, Iowa, Chapters 169 and 177, updating and clarifying Rental Housing Code requirements and Fees

**CONTACT PERSON:** Dustin Huston, Fire Chief  
Marketa George Oliver, City Manager

**SUMMARY EXPLANATION:**

The following changes are to update the ordinance to the correct new code version that was adopted by the City, clarifying that registration costs are a fee that is payable each cycle, and apartment inspections are very two years instead of annually. The fee table has been updated to make it easier to calculate the costs. The intent of the original fee structure was for the first unit and building the cost was \$75 with the next unit being \$75 at the 1 unit price. This helped costs with duplexes as they were really two individual units being calculated. However, when calculating invoices this was confusing to interpret. The new table clearly spells out the costs which is easier to read for the owner and fire department. Norwalk's fees are within \$25 or less of all neighboring cities.

The first reading was approved by Council at the April 2, 2015 meeting.  
Council passed the second reading at the April 16, 2015 regular meeting.

____Resolution __X____ Ordinance ____ Contract ____ Other (Specify)____	
Funding Source:_____	
APPROVED FOR SUBMITTAL _____	
	City Manager

**STAFF RECOMMENDATION:**

Approval ordinance on a roll call vote.

ORDINANCE NO. \_\_\_\_

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF NORWALK,  
IOWA, CHAPTERS 169 AND 177, UPDATING AND CLARIFYING RENTAL HOUSING CODE  
REQUIREMENTS AND FEES

BE IT ENACTED by the City of Norwalk, Iowa:

**SECTION 1. SECTION MODIFIED.** Section 169.05 of the Code of Ordinances of the City of Norwalk, Iowa, Chapter 169, is amended to read as follows:

169.05 ADOPTION. Pursuant to published notice and public hearing, as required by law, the International Property Maintenance Code, ~~2006~~ 2012 edition, published by the International Code Council, Inc., is adopted in full except for such portions as may be hereinafter deleted, modified or amended, and shall constitute the "rental housing code" of the City of Norwalk, Iowa. An official copy of the International Property Maintenance Code, ~~2006~~ 2012 edition, as adopted, and a certified copy of this chapter can be viewed in the Development Services Department and the Fire Department.

**SECTION 2. SECTION MODIFIED.** Section 169.10 of the Code of Ordinances of the City of Norwalk, Iowa, Chapter 169, is amended to read as follows:

169.16 REGULAR INSPECTIONS. Regular inspections, ~~including registration,~~ of one- and two-family rental dwelling units shall be required every twenty-four months. Regular inspections of multifamily rental dwelling units shall be required ~~every twelve~~ ~~twenty-four~~ months.

**SECTION 3. SECTION MODIFIED.** Portions of Section 177.01(32) of the Code of Ordinances of the City of Norwalk, Iowa, Chapter 177, are amended to read as follows. All other portions of this section remain the same.

32. Chapter 169 – Rental Housing Code.

Rental Housing Compliance Inspection Rates.

Number of Units	Fee	Number of Units	Fee
1	<del>\$ 75.00</del>	6	<del>\$ 150.00</del>
2	<del>\$ 90.00</del>	7	<del>\$ 165.00</del>
3	<del>\$ 105.00</del>	8	<del>\$ 180.00</del>
4	<del>\$ 120.00</del>	9	<del>\$ 195.00</del>
5	<del>\$ 135.00</del>	10	<del>\$ 210.00</del>

Number of Units	Fee	Number of Units	Fee
1	\$ 75.00	6	\$ 210.00
2	\$ 150.00	7	\$ 225.00
3	\$ 165.00	8	\$ 240.00
4	\$ 180.00	9	\$ 255.00
5	\$ 195.00	10	\$ 270.00

Each additional unit in the same building over 10: \$15.00  
 (For example, a house is one unit; a duplex is two units; a building with eight apartments is eight units; etc.)

**SECTION 4. REPEALER.** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**SECTION 5. SEVERABILITY CLAUSE.** If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

**SECTION 6. WHEN EFFECTIVE.** This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed by the Council the \_\_\_\_ day of \_\_\_\_\_, 2015, and approved this \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
 Tom Phillips, Mayor

ATTEST:

\_\_\_\_\_  
 Jodi Eddleman, Deputy City Clerk

First Reading: April 2, 2015

Second Reading: April 16, 2015

Third Reading: \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. \_\_\_\_ on the \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
 Jodi Eddleman , Deputy City Clerk



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 6g  
For Meeting of 5.07.2015


**ITEM TITLE:** Third, and final, reading of an ordinance amending the code of ordinances of the City of Norwalk, Iowa, Chapter 177, updating Fire and EMS Fees

**CONTACT PERSON:** Dustin Huston, Fire Chief  
Marketa George Oliver, City Manager

**SUMMARY EXPLANATION:**

The EMS Fees were updated for the 2015/2016 Budget based on review of allowable insurance fees and a rate comparison of transporting departments in the state. The Education Fee section was added as we did not have this defined and previously and needed to update these fees. The Commercial Inspection Charges are new to assist us with having to complete multiple revisits on commercial inspections that are not complying. We are having a small percentage of business not complying with the commercial inspection process and this adds in a charge similar to the rental inspection charges.

The first reading was approved by Council at the April 2<sup>nd</sup>, 2015 meeting.  
Council passed the second reading at the April 16, 2015 regular meeting.

____Resolution <u>  X  </u> ____ Ordinance ____ Contract ____ Other (Specify)____	
Funding Source:_____	
APPROVED FOR SUBMITTAL _____	
	City Manager

**STAFF RECOMMENDATION:**

Approval ordinance on a roll call vote.

ORDINANCE NO.\_\_\_\_

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY  
OF NORWALK, IOWA, CHAPTERS 169 AND 177, UPDATING AND CLARIFYING  
RENTAL HOUSING CODE REQUIREMENTS AND FEES

BE IT ENACTED by the City of Norwalk, Iowa:

**SECTION 1. SECTION MODIFIED.** Section 177.01(3) of the Code of Ordinances of the City of Norwalk, Iowa, Chapter 177, is amended to read as follows:

EMS Fees.

Basic Life Support (non emergency).....	<del>\$550.00</del> <u>\$575.00</u>	per occurrence
Basic Life Support (emergency) .....	<del>\$550.00</del> <u>\$575.00</u>	per occurrence
Advanced Life Support (non emergency).....	<del>\$600.00</del> <u>\$625.00</u>	per occurrence
Advanced Life Support (emergency with two paramedics).....	<del>\$750.00</del> <u>\$800.00</u>	per occurrence
Paramedic Tier Charge.....	\$150.00	
Oxygen.....	\$30.00	per occurrence
Mileage.....	<del>\$11.00</del> <u>\$12.00</u>	per loaded mile
Treat and Release.....	\$150.00	per occurrence

Education Fees

	<u>\$50.00</u>
CPR Class (per person) .....	
CPR Card.....	<u>\$15.00</u>

Commercial Inspection Fees

Initial Inspection.....	<u>Free</u>
Follow Up Inspection.....	<u>Free</u>
Third Inspection.....	<u>\$100.00</u>
Fourth Inspection.....	<u>\$200.00</u>
Fifth Inspection.....	<u>Municipal Infraction (Section 364.22)</u>

Fire Service Fees. Definitions. The following terms are defined for fire service fee use:  
"Apartment or condominium structure" means any residential dwelling with three or more units per building.

"Extrication" means the use of tools or techniques to remove people or animals from a vehicle, machinery or dangerous environment. "Malicious false alarm" means willful activation or announcement of a known false fire or rescue alarm. "Prescribed burning" means proactive or deliberate burning performed by the Norwalk Fire Department. "Unlawful or uncontrolled grass fire" means a deliberately set fire, despite fuel type, that is burning outdoors either in violation of a burn ban or burning out of control, as determined by the Fire Department officer in charge.

## Schedule of Charges.

Fire or EMS Report (per copy) .....	\$ 25.00
Malicious False Alarm.....	\$ 200.00
Unlawful or Uncontrolled Grass Fire:	
First call.....	\$ 200.00
Second or more calls in 365 days.....	\$ 300.00
Extrication (per individual extracted.....	\$ 200.00
Vehicle Fire:	
Less than 10,000 pounds gross weight.....	\$ 250.00
10,000 pounds or more gross weight.....	\$ 500.00
Hazardous Materials Mitigation:	
Attack Truck including up to 2 personnel.....	\$ 150.00/hour
Engine including up to 4 personnel.....	\$ 250.00/hour
Heavy Rescue including up to 4 personnel.....	\$ 250.00/hour
Ambulance including up to 2 personnel.....	\$ 150.00/hour
Ladder Truck including up to 4 personnel.....	\$ 325.00/hour
Water Tender including up to 1 personnel.....	\$ 150.00/hour
Extra Personnel.....	\$ 15.00/hour
Expendable Supplies Cost.....	Actual cost +10% restocking fee
Damaged Equipment.....	Cost of repair or replacement

Prescribed Burning. Cost will be determined by the area of land needing to be burned and the estimate of resources needed to control the burn area by the Fire Chief. The minimum cost of burning will include all man hours (paid at an hourly rate), apparatus (billed at the same rate as Hazardous Materials Mitigation) and any incidental expenditures.

All costs listed above shall have a surcharge of 25% added if services are delivered to a township address outside of the City limits and the township does not have a current capital improvement plan with the City.

**SECTION 2. REPEALER.** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**SECTION 3. SEVERABILITY CLAUSE.** If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

**SECTION 4. WHEN EFFECTIVE.** This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.



Passed by the Council the \_\_\_\_ day of \_\_\_\_\_, 2015, and approved this \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Tom Phillips, Mayor

ATTEST:

\_\_\_\_\_  
Jodi Eddleman , Deputy City Clerk

First Reading: April 2, 2015

Second Reading: April 16, 2015

Third Reading: \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Jodi Eddleman , Deputy City Clerk



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 6h  
For Meeting of 5.07.2015

**ITEM TITLE:** Third reading of an ordinance providing for a series of scheduled water rate and sewer rate adjustments, amending sections 92.02 (1), 99.02 (1), 92.02(3), 177.01(8), AND 177.01(11) of the Norwalk Municipal Code

**CONTACT PERSON:** Tim Hoskins, Public Works Director  
Jo Snyder, Water Billing Coordinator

**SUMMARY EXPLANATION:** This action addresses a number of issues relating to water rates:

1. The annual rate increase for water usage expires this year and is in need of updating. This modification is necessary to offset wholesale costs and operating increases for supplies, repairs, improvements, and labor.
- a. User charge for industrial users. This is a new rate structure that is specific to industrial users who use considerable amounts of water on a consistent basis. It recognizes that consumption over 300,000 gallons per month will be discounted due to having distribution, delivery, and administrative costs covered primarily in the volume of usage prior to reaching this level.
2. "Water Availability Charge". This change clarifies and addresses language inconsistencies that exist within the code and application in the billing process. The increase also brings the fee into line with actual cost of service.
- a. The increase in the deposit is requested to address losses in revenue that take place when customers leave with outstanding bills unpaid.
3. "Sewer Service Rates". This increase is paralleled with the water rate increase for the same reasons. Cost of service continues to increase with the rise of our obligations to the Des Moines Metropolitan Wastewater Reclamation Authority.
4. "Sewer Availability Charge". This increase is the base charge to all customers who receive the service. Like the water availability charge, this charge brings the fee into line with actual cost of service.
5. The removal of section 6 addressing commercial irrigation rates will be removed so as to apply that cost equally to all customers regardless of application.

The first reading was approved by Council at the April 2<sup>nd</sup> meeting.  
Council passed the second reading at the April 16<sup>th</sup> regular meeting.

\_\_\_\_ Resolution X Ordinance \_\_\_\_ Contract \_\_\_\_ Other (Specify) \_\_\_\_

Funding Source: \_\_\_\_\_ These affect revenue line items in water and sewer.

APPROVED FOR SUBMITTAL \_\_\_\_\_

Marketa Oliver, City Manager

**STAFF RECOMMENDATION:** Approval of the ordinance

ORDINANCE NO. \_\_\_\_

**AN ORDINANCE PROVIDING FOR A SERIES OF SCHEDULED WATER RATE AND SEWER RATE ADJUSTMENTS, AMENDING SECTIONS 92.02 (1), 99.02 (1), 92.02(3), 177.01(8), AND 177.01(11), NORWALK MUNICIPAL CODE.**

Be it ordained by the City Council, City of Norwalk, Iowa:

Section 1. Purpose. The purpose of this ordinance is to amend 92.02 (1), 99.02 (1), 92.02(3), 177.01(8), AND 177.01(11), of the Norwalk Municipal Code, by providing for an series of adjustments in water rates for service and an increase in sewer rates for the City of Norwalk, Iowa.

Section 2. Water Rates for Service. Section 92.02(1), Norwalk Municipal Code is hereby amended to read as follows:

~~Usage Charge \$4.22 for each 1,000 gallons used per month. Effective April 1, 2013, the usage charge shall increase to \$4.65 for each 1,000 gallons used per month. Effective April 1, 2014, the usage charge shall increase to \$5.11 for each 1,000 gallons used per month.~~

Usage Charge - Non-industrial Users. \$5.11 for each 1000 gallons used per month. Effective July 1, 2015 the usage charge shall increase to \$5.37 for each 1000 gallons used per month. Effective July 1, 2016 the usage charge shall increase to \$5.64 for each 1000 gallons used per month. Effective July 1, 2017 the usage charge shall increase to \$5.93 for each 1000 gallons used per month.

Usage Charge – Industrial Users. Rates in effect through June 30, 2016 are: \$5.11 for each 1000 gallons up to 300,000 gallons used per month. \$4.17 for each 1000 gallons over 300,000 gallons used per month. Beginning July 1, 2016, Industrial users will be charged the same rates as non-industrial users.

Section 3. Water Rates for Service. Section 177.01 (8), Norwalk Municipal Code is hereby amended to read as follows:

~~Usage Charge \$4.22 for each 1,000 gallons used per month. Effective April 1, 2013, the usage charge shall increase to \$4.65 for each 1,000 gallons used per month. Effective April 1, 2014, the usage charge shall increase to \$5.11 for each 1,000 gallons used per month.~~

Usage Charge. \$5.11 for each 1000 gallons used per month. Effective July 1, 2015 the usage charge shall increase to \$5.37 for each 1000 gallons used per month. Effective July 1, 2016 the usage charge shall increase to \$5.64 for each 1000 gallons used per month. Effective July

I, 2017 the usage charge shall increase to \$5.93 for each 1000 gallons used per month.

Usage Charge – Industrial Users. Rates in effect through June 30, 2016 are: \$5.11 for each 1000 gallons up to 300,000 gallons used per month. \$4.17 for each 1000 gallons over 300,000 gallons used per month. Beginning July 1, 2016, Industrial users will be charged the same rates as non-industrial users.

User Fee Water Availability Charge ~~\$3.00~~ \$5.00 per month per unit (applicable to all customers)

~~Commercial Irrigation 550,000 to 1,000,000 gallons used per month \$1,750.00 All over 1,000,000 gallons used per month \$1.75 per 1000 gallons~~  
Service discontinued (including temporary vacancies) restoration fee \$50.00

Customer Deposit ~~\$50.00~~ 100.00

~~Temporary vacancy Shutoff fee \$25.00~~

~~Restoration fee \$25.00~~

Section 4. Sewer Service Rates. Section 99.02(1), Norwalk Municipal Code is hereby amended to read as follows:

~~Usage Charge. \$6.87 for each 1000 gallons used per month. Effective April 1, 2013 the usage charge shall increase to \$7.56 for each 1000 gallons used per month. Effective April 1, 2014 the usage charge shall increase to \$8.32 for each 1000 gallons used per month.~~

Usage Charge. \$8.32 for each 1000 gallons used per month. Effective July 1, 2015 the usage charge shall increase to \$8.74 for each 1000 gallons used per month. Effective July 1, 2016 the usage charge shall increase to \$9.18 for each 1000 gallons used per month. Effective July 1, 2017 the usage charge shall increase to \$9.64 for each 1000 gallons used per month.

Section 5. Sewer Service Rates. Section 177.01(11), Norwalk Municipal Code is hereby amended to read as follows:

~~Usage Charge. \$6.87 for each 1000 gallons used per month. Effective April 1, 2013 the usage charge shall increase to \$7.56 for each 1000 gallons used per month. Effective April 1, 2014 the usage charge shall increase to \$8.32 for each 1000 gallons used per month.~~

Usage Charge. \$8.32 for each 1000 gallons used per month. Effective July 1, 2015 the usage charge shall increase to \$8.74 for each 1000 gallons

used per month. Effective July 1, 2016 the usage charge shall increase to \$9.18 for each 1000 gallons used per month. Effective July 1, 2017 the usage charge shall increase to \$9.64 for each 1000 gallons used per month.

User Fee ~~Sewer Availability Charge~~                      \$3.00 \$7.50 per month per unit (applicable to all customers)

Section 6. Commercial Irrigation Water Rates. Section 92.02(3), Norwalk Municipal Code is hereby deleted in its entirety:

~~Commercial Irrigation Water Rates. The water rate for commercial irrigation purposes is a flat rate as established in Chapter 177 of this Code of Ordinances for water consumption in the amount of five hundred fifty thousand (550,000) gallons per monthly billing cycle up to one million (1,000,000) gallons per monthly billing cycle. All consumption over one million gallons shall be billed at a rate as established in Chapter 177 of this Code of Ordinances. In order to qualify for commercial irrigation rates, the user must consume a minimum of 550,000 gallons per monthly billing cycle for commercial irrigation. Commercial irrigation water is subject to availability at the sole discretion of the City. The City may interrupt the supply of water to such commercial irrigation when deemed necessary by the City. "Commercial irrigation," as used in this subsection, is defined as the supplying of water by artificial means for the purpose of furnishing water necessary to sustain vegetation or plant growth for a commercial purpose within the corporate limits of the City.~~

Section 7. Repealer. Any ordinance or parts of ordinances in conflict with this ordinance are hereby repealed.

Section 8. Severability Clause. If any section, provision or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 9. When Effective. This ordinance shall be in full force and effect upon final passage, approval, and publication as provided by Jaw.

Passed and approved this \_\_\_\_ day of \_\_\_\_\_, 2015.

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Tom Phillips, Mayor

Attests:

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Jodi Eddleman, Deputy City Clerk

First Reading: April 2, 2015

Second Reading: April 16, 2015

Third Reading: \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Jodi Eddleman, Deputy City Clerk



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 7 & 8  
For Meeting of 5.07.2015

**ITEM TITLE:**

Public hearing on the proposed amendment to the Dobson Planned Unit Development.

Consideration of first (of three) reading(s) an ordinance amending the Dobson Planned Unit Development.

**CONTACT PERSON:** Luke Parris, City Planner

**SUMMARY EXPLANATION**

Kelly Cortum, Inc. is proposing an amendment to the Dobson Planned Unit Development (PUD) to change the permitted Land Use in Parcel D from C-2 and C-3 to R-1 (60) and C-2.

The current Dobson PUD includes the following tables and description of Parcel D:

LAND USE AND DENSITY SCHEDULE					
Parcel #	Land Use/ Zoning	Max Density	Area/Acres	# Units	Density DU/Acre
Parcel D	C-2 and C-3 Commercial	N/A	14.4		

BULK REGULATIONS						
Parcel #	Lot Area	Lot Width	Yard			Height
	Minimum Sq. Ft.	Feet	Front Feet	Side Feet	Rear Feet	Feet
Parcel D	20,000	100'	30'	20 total (0' side yard for complex	0' (if backing to another commercial parcel)	50'

"Parcel D. Access points into the site from both Wright Road and Highway 28 shall meet the more restrictive standards of either the City of Norwalk or Iowa Department of Transportation. Common access easements shall be shown on all subsequent plats or lots and proposed development plans. Uses for the northeastern portion of this parcel ( near Elm Street) are limited to C -2 district uses and are encouraged to be lower traffic generating uses due to their proximity to single family residential uses. Access through the site and from Elm Street into this portion of the parcel shall be resolved at time of site plan review and may need to be located

far enough east along Elm to discourage commercial traffic from entering and traversing Parcel A and other adjoining residential areas."


The proposed amendment would change the tables and descriptions to read:

LAND USE AND DENSITY SCHEDULE					
Parcel #	Land Use/ Zoning	Max Density	Area/Acres	# Units	Density DU/Acre
Parcel D	C-2 Commercial	N/A	3.0		
Parcel E	R-1 (60)	4 DU/Acre	11.4	35	3.1

BULK REGULATIONS						
Parcel #	Lot Area	Lot Width	Yard			Height
	Minimum Sq. Ft.	Feet	Front Feet	Side Feet	Rear Feet	Feet
Parcel D	20,000	100'	30'	20' total (0' side yard for complex)	35'	50'
Parcel E	7,500	60'	30'	15' total (min. 7' one side)	35'	35'

"Parcel D. Uses in this parcel are limited to C -2 district uses and are encouraged to be lower traffic generating uses due to their proximity to single family residential uses. The parcel is for light intensity Commercial uses described in the C-2 zoning district. A public street meeting City standards is required to connect Elm Avenue to Parcel E to the south and to Outlot Y of Arbor Glynn Plat 2. Proximity to adjacent single family residential uses will require appropriate buffers. Any part of Parcel D that is adjacent to a single family lot shall be required to have a 30' landscaped buffer that meets the requirements of Chapter 17.50 of the City of Norwalk Zoning Ordinance. All setbacks shall be measured from the landscaped buffer, if required. Access to Parcel D from a public street to the west shall align with the access for Outlot Y of Arbor Glynn Plat 2.

"Parcel E. Access off of Wright Road will not be required due to geographic concerns. Access into the parcel from Iowa Highway 28 shall meet the standards Iowa Department of Transportation. A public street shall provide access to north to Elm Avenue."

<p>____Resolution <u>  X  </u> Ordinance ____ Contract ____ Other (Specify)_____</p> <p>Funding Source: <u>      NA      </u></p> <div style="text-align: center; margin-top: 20px;">  </div> <p>APPROVED FOR SUBMITTAL _____</p> <p style="text-align: right; margin-right: 100px;">City Manager</p>
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**STAFF COMMENT:**

The current zoning of the site is at odds with the future land use identified in Norwalk Comprehensive Plan. The Comprehensive Plan calls for the area to be medium density residential, which calls for typical uses of single-family homes on smaller lots. The residential component of the requested amendment meets the intent of the Comprehensive Plan.

Retaining a C-2 parcel, while not identified in the Comprehensive Plan, would preserve scarce commercial ground currently within the City. Additionally, retaining the C-2 parcel allows for the public street connection to Elm Avenue that is required to preserve access to the Arbor Glynn Plat 2 development and to ensure proper circulation of traffic into and out of the proposed R-1(60) parcel.

**PLANNING AND ZONING COMMISSION RECOMMENDATION:**

The Planning and Zoning Commission recommends approval of the zoning amendment request.

ORDINANCE NO. \_\_\_\_\_

**An Ordinance amending the Master Plan and Rules, Regulations and Guidelines for The Dobson Planned Unit Development as contained in Ordinance NO. 04-08**

**BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF NORWALK, IOWA:**

**SECTION 1. PURPOSE.** The purpose of this ordinance is to amend the master plan and rules, regulation, and guidelines for Dobson Planned Unit Development as contained in Ordinance No. 04-08.

**SECTION 2. AMENDMENT.** The Dobson Planned Unit Development is hereby amended with the following:

Include the amended Dobson Planned Unit Development map attached as Exhibit "A".

Section 5: Land Use Design Criteria:

Amend the land use and density schedule for Parcel D and add Parcel E, as shown below:

LAND USE AND DENSITY SCHEDULE					
Parcel #	Land Use/ Zoning	Max Density	Area/Acres	# Units	Density DU/Acre
Parcel D	C-2 Commercial	N/A	3.0		
Parcel E	R-1 (60)	4 DU/Acre	11.4	35	3.1

Amend the bulk regulations for Parcel D and add Parcel E, as shown below:

BULK REGULATIONS						
Parcel #	Lot Area	Lot Width	Yard			Height
	Minimum Sq. Ft.	Feet	Front Feet	Side Feet	Rear Feet	Feet
Parcel D	20,000	100'	30'	20' total (0' side yard for complex)	35'	50'
Parcel E	7,500	60'	30'	15' total (min. 7' one side)	35'	35'

Under "Specific Information Not In Tables" remove Parcel D and replace with the following:

"Parcel D. Uses in this parcel are limited to C -2 district uses and are encouraged to be lower traffic generating uses due to their proximity to single family residential uses. The parcel is for light intensity Commercial uses described in the C-2 zoning district. A public street meeting City standards is required to connect Elm Avenue to Parcel E to the south and to Outlot Y of Arbor Glynn Plat 2. Proximity to adjacent single family

residential uses will require appropriate buffers. Any part of Parcel D that is adjacent to a single family lot shall be required to have a 30' landscaped buffer that meets the requirements of Chapter 17.50 of the City of Norwalk Zoning Ordinance. All setbacks shall be measured from the landscaped buffer, if required. Access to Parcel D from a public street to the west shall align with the access for Outlot Y of Arbor Glynn Plat 2.

Under "Specific Information Not In Tables" add the following:

"Parcel E. Access off of Wright Road will not be required due to geographic concerns. Access into the parcel from Iowa Highway 28 shall meet the standards Iowa Department of Transportation. A public street shall provide access to north to Elm Avenue."

**SECTION 3. SEVERABILITY CLAUSE.** In any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

**SECTION 4. EFFECTIVE DATE.** This Ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

Passed and approved by the City Council of the City of Norwalk, Iowa on the \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Tom Phillips, Mayor

ATTEST:

\_\_\_\_\_  
Jodi Eddleman, Deputy City Clerk

PREPARED BY: Luke Parris, City Planner

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Delker	___	___	___
Greteman	___	___	___
Isley	___	___	___
Jackson	___	___	___
Livingston	___	___	___

Q:\E-FILES\70007221\_CTD Drawings\Plan\7221 CONCEPT PP.dwg, 4/22/2015 11:08:11 AM, mshill, 1:1



CONCEPTUAL LAYOUT  
LOT 1  
ORCHARD RIDGE PLAT 3  
NORWALK, IA 50322-2150

OWNER / APPLICANT  
PROTIME INVESTMENT LC  
531 VALLEY WEST CT  
WEST DES MOINES, IA 50265  
LEGAL DESCRIPTION  
LOT 1, ORCHARD RIDGE PLAT 3, AN OFFICIAL PLAT, CITY OF NORWALK, WARREN COUNTY, IOWA.

EXHIBIT "A"

OUTLOT AND  $\frac{1}{2}$  ADJOINING R.O.W. = 3.0 ACRES  
REMAINDER OF PARCEL = 11.4 ACRES  
TOTAL 14.4 ACRES

Civil Engineering Consultants, Inc.  
2400 86th Street, Unit 12, Des Moines, Iowa 50322  
515.276.4884, Fax: 515.276.7084, mail@cecinc.com



DATE:	REVISIONS	COMMENTS
AUGUST 29, 2014	1	
	2	
	3	
	4	
	5	JFO
	6	MEH

DATE OF SURVEY: JFO  
DESIGNED BY: JFO  
DRAWN BY: MEH

LOT 1 - ORCHARD RIDGE PLAT 3 NORWALK, IA	SHEET OF 1
CONCEPTUAL LOT LAYOUT - OPTION 'A'	E-7222



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 10  
For Meeting of 5.07.2015

**ITEM TITLE:** Consideration of a resolution authorizing the City Manager and Fire Chief to execute a Purchase Agreement with Klocke's Emergency Vehicles for an amount not to exceed \$160,000

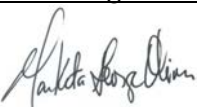
**CONTACT PERSON:** Dustin Huston, Fire Chief  
Marketa George Oliver, City Manager

**SUMMARY EXPLANATION**

To keep operating at an efficient level for Emergency Medical Services (EMS) the defined lifecycle for the life of an ambulance was determined to be 10 years. This was determined by mileage, repair costs, and trade-in value. In order to keep with our existing vehicle replacement plan we are due to replace an ambulance that is ten years old and experiencing a high number of recent repairs.

At the April 2, 2015 council meeting, funding was approved for the purchase of a replacement ambulance. Sealed bids were due back and opened on Monday April 6<sup>th</sup>, 2015. We received four bids and Klocke's Emergency Vehicles (representing Lifeline Emergency Vehicles of Iowa) was the lowest qualified bid.

We would recommend the Council accept the quote, then direct the City Manager and Fire Chief to accept the quote, and execute the necessary documentation, pending legal review, to have the ambulance manufactured. The ambulance will be manufactured in Iowa.

<input checked="" type="checkbox"/> Resolution _____ Ordinance _____ Contract _____ Other (Specify) _____	
Funding Source _____ Capital Equipment Budget _____	
APPROVED FOR SUBMITTAL _____	 City Manager

**STAFF RECOMMENDATION:** Approval of the Resolution on a roll call vote

RESOLUTION NO. \_\_\_\_\_

**Resolution authorizing the City Manager and Fire Chief to execute a Purchase Agreement with Klocke's Emergency Vehicles for an amount not to exceed \$160,000**

WHEREAS, the City continues to experience growth in EMS services; and

WHEREAS, the vehicle replacement plan adopted by the City outlines ambulance replacement at 10 (ten) years; and

WHEREAS, after sealed bids were opened and reviewed, and discussion conducted with the apparent low bidder, a recommendation has been presented to City Council to enter into a purchasing agreement with Klocke's Emergency Vehicles for an amount not to exceed \$160,000.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORWALK, IOWA, that the City Council does hereby authorize the City Manager and Fire Chief to execute a purchasing agreement with Klocke's Emergency Vehicles for the construction of a Type I Ambulance from Life Line Emergency Vehicles, for an amount not to exceed \$160,000.

PASSED AND APPROVED, this 7<sup>th</sup> day of May, 2015

\_\_\_\_\_  
Tom Phillips, Mayor

ATTEST:

\_\_\_\_\_  
Jodi Eddleman, Deputy City Clerk

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Delker	___	___	___
Greteman	___	___	___
Isley	___	___	___
Jackson	___	___	___
Livingston	___	___	___



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 11  
For Meeting of 5.07.2015

**ITEM TITLE:** Consideration and Action Approving a Professional Engineering Agreement for the Necessary Repairs to the 50<sup>th</sup> Avenue Bridge.

**CONTACT PERSON:** Tim Hoskins, Public Works Director

**SUMMARY EXPLANATION:** Bridge inspections by a licensed engineer are required every two (2) years. Calhoun-Burns & Associates have been the firm the city has used for our bridge inspections over the years. This bridge was constructed in 1971 over the Middle South Creek by the county and has been in good overall condition through the years. During the inspection process in 2013 it was recommended that we initiate replacement ends of the deck and consider a deck repair project to address delamination and leaching at the surface. This is considered maintenance to prolong the life of the structure.

This project will be designed and let this year with the work taking place in the following construction season.

☒ Resolution ☐ Ordinance ☐ Contract ☐ Other (Specify) \_\_\_\_\_

Funding Source: Road Use Tax

APPROVED FOR SUBMITTAL \_\_\_\_\_

  
Marketa Oliver, City Manager

**STAFF RECOMMENDATION:** Approval of the resolution.

RESOLUTION NO. \_\_\_\_\_

**Resolution approving an engineering agreement for 50<sup>TH</sup> Avenue bridge deck repair**

WHEREAS, the Iowa Department of Transportation (IDOT) requires the inspection of bridges every two years to evaluate and monitor their condition; and

WHEREAS, Calhoun-Burns & Associates have been the firm used by the City throughout the years to perform this service by providing the inspection, filing of the reports and documenting observations; and

WHEREAS, the most recent inspection and report on the 50<sup>th</sup> Avenue Bridge identified defects that need to be addressed.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norwalk, Iowa, that approval is given to enter into a professional engineering agreement with Calhoun-Burns & Associates to provide such services in the amount of \$21,910 for design services, bid and contract documents, and project administration. Bid and construction phase services will be billed at hourly rates.

Passed and approved this 7<sup>th</sup> day of May 2015.

\_\_\_\_\_  
Tom Phillips, Mayor

ATTEST:

\_\_\_\_\_  
Jodi Eddleman, Deputy City Clerk

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Delker	___	___	___
Greteman	___	___	___
Isley	___	___	___
Jackson	___	___	___
Livingston	___	___	___





**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 12  
For Meeting of 5.07.2015

**ITEM TITLE:** Discussion and consideration of Fire Staffing Plan and Department Building Improvements

**CONTACT PERSON:** Dustin Huston, Fire Chief  
Marketa George Oliver, City Manager

**SUMMARY EXPLANATION**

Per Council direction the City of Norwalk will be adding additional in-station shifts starting July 1, 2015. The proposal is to have a paramedic and EMT-B on duty and a duty officer responding from home. They would work 12-hour shifts, from 6 p.m. to 6 a.m. Friday, Saturday and Sunday nights. These shifts will be covered by existing members of the Norwalk Fire Department who sign up for shifts and by part-time employees.

This model pays the employees six hours at their regular rate and six hours at minimum wage; unless the night crew is up for more than two hours, then they are paid their regular rate for the entire shift. Crew members could not go to the bunks until 9:30 p.m. The cost would be approximately \$47,268 annually in general fund wages.

Council had included \$51,538 in the budget to accomplish the additional coverage. Alternatively, if the City were to hire new people to fill those shifts; and have two 36-hour employees (who would be up all of the time.) 36-hour employees would be considered full-time and we would be required to pay additional benefits. The cost for that model would be \$117,950.

To have the in-house coverage accomplished through Fire Department members and part-time employees, the City would need two separate sleeping quarters. The first option is to finish the day room using donated labor and trade expertise and reduce material costs by using salvaged materials. The amount of \$41,286.24 is requested to complete all framing and blocking, drywall and insulation, ceilings, moving of existing sprinkler heads, window replacement, HVAC, electrical, carpet, paint and trim, plumbing and bathroom, kitchen, doors, beds, and linens. This work will be completed by construction companies, in-kind labor and/or materials from established vendors, and the fire department. The proposed cost equates to \$21.16 per square foot (total of \$41,286.24). FEH Architect has shared expected costs for planning of their remodel projects and that cost is between \$70 - \$80 per square foot (total of \$134,680 - \$153,920). With the in-kind labor, donations, and work of the fire department, the cost is dramatically reduced.

Another alternative would be to use Murphy beds in a Fire Department office and a Police Department office. The cost for Murphy beds is between \$1,500 to \$2,000 each, with mattresses. Linens would be approximately \$250 to \$300.

The capital equipment budget for the current fiscal year is \$39,933 under budget. Those funds could be redirected towards the day room project. Another option is to fund the project entirely by using reserves.

<input checked="" type="checkbox"/> Resolution _____ Ordinance _____ Contract _____ Other (Specify) _____	
Funding Source _____	Capital Equipment Budget _____
APPROVED FOR SUBMITTAL _____ <div style="text-align: right;">City Manager</div>	

**STAFF RECOMMENDATION:**     Provide direction on staffing model and physical improvements.

**POC Night Staffing for Friday, Saturday, and Sunday (36 hours)**

Cost	Pay Rate	Hours Up	Total	Pay Rate	Hours Down	Total	Shift Total
Paramedic	\$ 15.00	6	\$ 90.00	\$ 7.25	6	\$ 43.50	\$ 133.50
EMT-B	\$ 11.00	6	\$ 66.00	\$ 7.25	6	\$ 43.50	\$ 109.50
DO	\$ 15.00	4	\$ 60.00				\$ 60.00
						Total	\$ 303.00

**Shift Cost**

Friday	\$ 303.00
Saturday	\$ 303.00
Sunday	\$ 303.00
Weekly Total	\$ 909.00
<b>Annual Total</b>	<b>\$ 47,268.00</b>

\*\* No hitting the bunks until 21:30  
 \*\* If the night crew is up more than two (2) hours then whole shift (12 hours) is paid at the employees full pay rate.  
 \*\* Officer hourly pay rates will be lowered and a monthly stipend will be implemented.

**Full-Time Employee Night Staffing for Friday, Saturday, and Sunday (36 hours)**

Paramedic	\$ 44,200.00
Benefits	\$ 18,000.00
Equipment	\$ 3,500.00
EMT-B	\$ 31,500.00
Benefits	\$ 17,250.00
Equipment	\$ 3,500.00
<b>Total</b>	<b>\$ 117,950.00</b>

**Cost of Finishing Day Room**

Vendor	Work	Cost
Hilsabeck Schacht Inc.	Framing and Blocking	5,250.00
Hilsabeck Schacht Inc.	Drywall and Insulation	8,750.00
Hilsabeck Schacht Inc.	Acoustical Ceilings	4,500.00
Midwest Sprinkler	Moving of Sprinkler Heads	2,200.00
Walsh Door and Hardware	Window Replacement	8,086.24
Baker Mechanical	HVAC	NC
Common Wealth Electric	Electrical Labor	NC
Fire Department	Electrical Wiring, Outlets, Switches, Lights, etc.	1,600.00
Fire Department	Carpet	2,300.00
Fire Department	Paint and Trim	800.00
Fire Department\Plumb Supply	Plumbing and Bathroom	1,200.00
Fire Department\Plumb Supply	Kitchen	1,800.00
Fire Department	Doors	1,300.00
	Beds (5)	3,000.00
	Linens and Pillows	500.00
		41,286.24

\*\* Price Per Square Foot (1924): \$21.46

\*\* We have a lead on a hospital that we can strip from FEH that will allow us to save money on doors, lights, carpet, cabinets, etc. I do not have the guarantee or amount of total savings but FEH helped Urbandale and is willing to do the same for us.